

Accountant Job At Smart Solar

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Company: Smart Logics

Location: Lahore

Category: other-general

Accountant Job At Smart Solar

Smart Logics, PakistanDevelop and maintain financial data bases, computer software systems and manual filing systems

Input and handling of financial data and reports for the company's automated financial systems

Assist seniors of the department to liaison in between

Any other task assigned by the seniors.

Keeping a watch on all the office supplies and replenishing the stock with new thing as they run out

Job Specification1. Maintain accounts

3. Create Invoices/Delivery Challans

To lead, supervise entire functions and roles of Accounts, Finance, Taxation and Secretary works.

To manage Accounts and Finance Department seperately

To look after and process International Trade/Imports

Information Technology and Services - Lahore, Pakistan#J-18808-Ljbfrr

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