

Accounts Officer (Karachi)

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Company: Wisdomhouse School System

Location: Karachi

Category: business-and-financial-operations

Employer: Wisdomhouse School System Industry: Finance and Accounts Location: Karachi
Wisdomhouse School System requires a diligent & dedicated Accounts Officer. Note: North Nazimabad or nearby residents will be preferred. Minimum Requirements: Experience: Minimum One Year +, relevant experience with a reputable Organization Qualification: B-Com Job: Maintain Daily Accounts Entries in Accounting Software. Maintain Students Data & Fees in Student Info & Billing System. Maintain of Fee Vouchers issuance and updates, Maintain Payroll. Provide support to the front office team. Skills: Proficient MS-Excel, MS-Word, Good Personality, Excellent Communication, Public Dealing, Cool Temper. Age: 22-30 Years. Gender: Male. Salary: 18k to 25k (depends on qualification & experience) • Mention "Accounts Officer" in the Subject line • Only shortlisted candidates will be called for Written tests and interviews. Facebook Twitter Email WhatsApp (Apply at: farhan.siddiqui@century21.com.pk
Accounts Officer- Wisdomhouse School System requires a diligent & dedicated Accounts Officer. Note: North Nazimabad or nearby residents will be preferred. Minimum... Apply here.

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