



Myint & Associates Co., Ltd
No (623), Pyay Road, Kamayut Township, Yangon
Phone : 01 2307722

Email : phyu.p.aung@myintassociates.com

JOB VACANCY

Junior Accountant

Job Specification:

- B.Com / B.Econ (Stats.) / LCCI I, II, III
- Under (30) years old
- At least 2 years experience in related job
- Basic command of English in need
- Able to use MS Office Application & Internet Email both English & Myanmar

Duties and Responsibilities

- Daily Cash Receipt & Payment
- Prepare & Control Receipt, Payment & Journal Vouchers
- Prepare Daily Cash Balance & Assist for Cash Balance Control
- Case Checking & Providing for Invoicing & Costing

Only short-listed candidates will be contacted for interview and related tests.

Candidates who meet the respective requirements should send their applications, describing details of qualifications & work experience to-date with contact phone numbers and mailing address, attached with copy of educational / professional certificates, copy of Labour Registration Card, National Registration Card, and Census Copy, original of Testimonial from police station to above address by 28 July 2017.