

WE'RE LOOKING FOR ACCOUNTING OFFICER

(Work base: Head Office, Cebu City)

Job Responsibilities:

- Analyzing all financial activities, ensuring compliance with accounting and legal requirements, and preparing budgets

Qualifications:

- A graduate of Bachelor of Science in Accountancy or Management Accounting
- With 2-3 years relevant work experience in financial reporting, general accounting, disbursement, payroll, and inventory control
- Preferably with work experience in an auditing firm
- Excellent oral and written English communication skills
- Above average scholastic records
- Excellent interpersonal skills and decision-making ability
- Highly organized and detail-oriented
- Skilled in MS Office Applications (i.e. Word, Excel, and Powerpoint)
- Can start ASAP!

To apply: Send us your resume and a copy of your TOR through

E-mail: vfhr.finance2@gmail.com

For inquiries, call: 0917 710 6492 (Globe)

(Look for Ms. Maria Theresa M. Sanchez)