

# **WE'RE LOOKING FOR CERTIFIED PUBLIC ACCOUNTANT**

**(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 and a CPA
- 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](mailto:vfhr.finance2@gmail.com)

For inquiries, call: 0917 710 6492 (Globe)

(Look for Ms. Maria Theresa M. Sanchez)