

We Are Hiring!

Accounts and Admin Assistant

Requirements

- A' Level / Diploma in Accounting or Business Administration
- 2 - 5 years of relevant work experience
- Ability to compute taxes and prepare tax returns
- Proficient in advanced Excel functions and QuickBooks
- Proficient in Ms Office and other digital tools

*Interested candidates send in your
CVs and reference letters.*

For more info



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