MAICON LOGISTICS PVT LTD
M. Amazon 4 FL-402 Fareedhee Goalhi
20224, Male', Republic of Maldives
Tel: (+960)333 3844 Fax: (+960)330 4704,
Mobile: 999 6777, 999 3802, 999 3805
Email: accounts@maiconlogistics.com

JOB VACANCY

Documentation & Accounts Assistant Officer

LOCALS ONLY

Maicon Group is looking for a reliable and detail-oriented person to join our team.

REQUIREMENTS

- GCE O/L or A/L with Accounting
- 2-3 years' experience in an Accounts Department
- Experience in accounts payable
- Ability to prepare GST returns
- Experience entering freight invoices and completing ASYCUDA forms
- Knowledge of petty cash handling and analysis
- Willingness to work standard office hours
- Minimum commitment of 2-3 years

SALARY
MVR 10,000-13,000

Depending on experience

READY TO APPLY?

Email your CV and National ID card to:

bd@maicon-group.com | accounts@maicon-group.com