# Accountant

#### **Description**

An Accountant makes critical financial decisions by collecting, tracking, and correcting the company's finances. They are responsible for financial audits, reconciling bank statements, and ensuring financial records are accurate throughout the year.

## Responsibilities

- Billing
- Office Administration
- Customer Relationship Managing
- Payment Transaction
- · Purchase follow up

#### Qualifications

Diploma in Accounting and Taxation

Experienced on Tally Software

#### **Contacts**

s@visioncontrols.co.in

## Hiring organization

Vision controls

### **Date posted**

March 21, 2022

# Valid through

15.05.2022