

EUROPEAN EYE CENTER LTD., CO.

Address: 41 Nguyen Duy Hieu, Thao Dien ward, Thu Duc city, Ho Chi Minh city.

Website: <https://europeaneyecenter.com/>

ABOUT US

European Eye Center Company (EEC) is a FDI company which was founded by Dr. J.D. Ferwerd and his colleagues with the desire to provide the highest quality eye care services in an environment where patients are given the highest respect, using state-of-the-art equipment. The most modern diagnosis and treatment from Germany, Switzerland, Japan and America.

Due to the need to expand our business, we need to recruit talents for the position of Junior General Accountant.

A Junior accountant is a important role in accounting team who manage AR, AP and some part of GL. Junior General Accountant will report directly to Senior General Accountant/ Chief Accountant.

A JUNIOR GENERAL ACCOUNTANT WILL DO FOLLOWING:

- Check, classify, enter documents and prepare accounting books.
- Prepare monthly, quarterly and annual reports according to regulations.
- Entering accounting data and preparing transaction documents with cash and banks.
- Carry out internal statistical reports.
- Check documents and accounting operations arising at the company.
- Classify, arrange and close documents by month, complete and print all types of accounting books according to regulations.
- Perform other arising tasks as required.

WHAT WE NEED:

- 2-3+ years of accounting work experience.
- Candidates normally possess a degree in Accounting/Auditing
- Good knowledge of Vietnamese Accounting Standards and tax regulations.
- Detail-oriented, diligent, and honest;
- Willing to learn and willing to adapt
- Good interpersonal skills
- Good at English is plus
- Familiar with Excel, Accounting software. Experience working with MISA software is an advantage.
- Having experience participating in settlement and auditing tax records of businesses is a plus.

WHAT DO YOU HAVE WHEN WORK AT EEC:

- 100% salary during probation.
- Salary from 12 million/month depending on ability.
- Pay social insurance with full salary.
- 13th month salary. Enjoy all salary, bonus and benefits of the company.
- Working hours: 8:00 am - 5:00 pm, with a lunch break from 12:00 pm to 1:00 pm. The employee is off on Saturdays and Sundays.
- The working environment is youthful, dynamic, and very friendly.
- New employees are given the necessary support to quickly integrate into their work.
- Junior Accountant will be guided, trained, and provided with opportunities for long-term work and development.

Welcome you to European Eye Center. Don't hesitate to contact us via:

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Mobile: (+84) 908 768 548 – Ms. Thủy.