



Employment Placement Service

Posting Date:	29 June 2017
Company Name:	HKR International Limited
Job Title:	Assistant Accountant (Ref: HKRI/AT/W)
Qualification Required:	<ul style="list-style-type: none">➤ HKIAAT Associate Member / Fellow Member➤ Graduate of Accredited Accounting Technician (AAT) Examination / Professional Bridging Examination (PBE)➤ Student of Accredited Accounting Technician (AAT) Examination / Professional Bridging Examination (PBE)
Other requirements:	<ul style="list-style-type: none">➤ Higher diploma in Accounting or related discipline➤ Good command of both spoken and written English and Chinese➤ Good interpersonal skills➤ Self-motivated with analytical mind
Job Duties:	Reporting to the Accountant, the incumbent will be responsible for accounts payable & receivable, preparation of vouchers & simple accounting analysis, assisting in month end closing and other ad hoc assignments
Working Location:	Discovery Bay
Working Experience:	Minimum 1 year accounting experience; fresh graduated university student will also be considered
Salary:	HK\$10,000 – HK\$19,999
Leave and Other Fringe Benefits:	5-day work, annual leave, discretionary bonus, dental and medical coverage and Top-up MPF
Mode of Application:	By Fax: 2987 9665 By E-mail: ghr@hkri.com Please visit http://www.hkri.com to complete the on-line application or send your application with detailed resume and expected salary by email.
Contact Person:	Ms Elyse Chan
Enquiry Number:	2238 1520
Remarks:	Applicants not invited for interview within two months may consider their applications unsuccessful. All information will be used solely for recruitment purpose and will be destroyed when the recruitment process is finished.

Personal data provided by job applicants will be used strictly in accordance with the employer's personal data policies, a copy of which will be provided upon request.

**The recruitment information is provided by the above company. Interested parties please contact the company direct for application or more details of the position. The HKIAAT will not be held responsible for the recruitment and the information provided.*