Hong Kong Institute of
Accredited Accounting Technicians
香港財務會計協會

Employment Placement Service

Posting Date:	8 June 2018
Company Name:	Unitek International Group Ltd
Job Title:	Accounting Assistant
Qualification Required:	➢ HKIAAT Associate Member / Fellow Member
Job Duties:	➢ Handle full set books of trading companies; ➢ Handle daily transaction, data input and filing; ➢ Prepare AP & AR, Petty Cash, Bank Reconciliation; ➢ Other ad-hoc assignment.
Work Experience:	1 year
Salary	HK$15,000.00 to HK$19,999.00 per month
Leave and Other Fringe Benefits:	5 days work, Double Pay, Performance Bonus
Mode of Application:	hr@unitek-products.com
Contact Person:	Sharon Ma
Enquiry:	2750 1697

**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.*