



Employment Placement Service

Posting Date:	30 November 2017
Company Name:	Hong Kong Amateur Athletic Association
Job Title:	Accounting Clerk
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">➤ Holder of Associate Degree / Higher Diploma in Accountancy➤ Proficiency in MS Office, Outlook Express and well versed in Chinese Word Processing➤ Hands on in Accounting Software "MYOB" is preferable;➤ Good interpersonal and communication skills with different levels, mature, self-motivated, hard working and willing to learn➤ Immediate available is a definite advantage
Working Experience:	<ul style="list-style-type: none">➤ 2 years or above relevant working experience➤ Working experience in non-profit making organization is an advantage
Salary:	HK\$10,000 – HK\$14,999
Leave and Other Fringe Benefits:	5 days work, in and out patient, bonus , bank holiday
Mode of Application:	peter.lee@hkaaa.com
Contact Person:	Mr. Peter Lee
Enquiry Number:	2177 2609

**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.*