

## Accounting Staff

*ALI Secretariat*

### Accounting Staff

Responsibilities : preparing journal entries, account reconciliation, as well as documenting and evaluating current procedures. Areas of focus include general accounting, fixed assets, and trend analysis. Other duties include review and reconciliation of balance sheets and income statements. Demonstrates initiative in understanding process flows and controls.

The incumbent also will responsible for office management.

#### Requirements :

- Max 28 years old

- Education

Background : Min D3 Accounting with at least 2 years experiences

- Less supervision

- Good

Communication Skill and Computer Literate

Please send your full resume (CV):

RecruitmentMSIndonesia@gmail.com

#### Company Overview :

PT. Mitra Sanitari Indonesia is a Distributor and Technical Services company for 4 Brand of World wide Principle companies in Pest Control Management, Termite Control Management, Sanitary Hygiene and Chemical Cleaning Management.

In Indonesia, We use our own brand as Power CHEM's Indonesia.