

**Position:** Accounts Officer

**Salary:** 25 k – 30 k (Annual Bonus & Other Benefits)

**Education:** Graduation / Master

**Experience:** 3 Year Accounts Dept. Experience

**Location:** Lahore

**Competencies:**

- Excellent Communication (Written / Verbal)
- Initiative & Self Starter
- Team & Time Management

**Responsibility:**

- Reconcile Customers Ledgers
- Verify Payments with Banks
- Control Credit Limits
- Manage Aging Report

M/s. Bin Bakar International

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