

JOB OPPORTUNITY

FINANCE INTERNSHIP



Type of Vacancy : Full Time

Preferred education level (s) : Degree

Preferred Major (s) : Business

Organization details :

Company : Ads On Marketing Sdn Bhd
Website : <https://adson.com.my/>
Address : 19-2 & 21-2, Jalan Temenggung 23/9, Bandar Mahkota Cheras, 43200 Cheras, Selangor

Job Responsibility :

1. General Ledger and Entries: Prepare and post journal entries, maintain the general ledger, and assist with month-end closing activities.
2. Reconciliation: Perform monthly reconciliations for bank, debtor, and creditor balances.
3. Documentation: Maintain organized filing systems and ensure all financial records are complete and accurate.
4. Ad-hoc tasks: Perform other tasks as assigned by a supervisor.

Job Requirements and Qualifications :

1. Currently pursuing a degree in Accounting, Finance or a related field
2. Positive, proactive and adaptable mindset, with a willingness to take on new challenge

Benefits : -

Person-in-charge :

Name : Lenny Lee
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Email : hradmin@adson.com.my