

INTERNSHIP OPPORTUNITY

Finance / Accounts Intern

PopoMama®

Type of Vacancy : Internship

Preferred education level (s) : Diploma, Degree

Preferred Major (s) : Business

Organization details :

Company : PPM Global Sdn. Bhd.
Website : <https://www.facebook.com/popomamamsia/>
Address : No 31-3 Block C2, Jalan PJU 1/39, Dataran Prima, 47301
Petaling Jaya, Selangor

Job Responsibility :

1. Support monthly financial reporting and reconciliations
2. Help maintain accurate financial records and documentation
3. Assist with budgeting and cost analysis as needed
4. Perform general administrative tasks related to finance

Job Requirements and Qualifications :

1. Currently pursuing a Diploma or Bachelor's degree in Accounting, Finance, or a related field
2. Strong attention to detail and numerical accuracy
3. Proficient in Microsoft Excel and Microsoft Office Suite
4. Good understanding of accounting principles
5. Good organizational and communication skills

Benefits : -

Person-in-charge :

Name : Mei Chua
Contact No. : 016-321 1336
Email : hr@popomama.my