

Form: HRRF5 10/14	HR Department	Compiled by: L Schutte
Effective Date: 1 October 2014	Revision: 0	Approved by: L Labuschagne
Title: Standard Advertisement Template		



CAREER OPPORTUNITY: JUNIOR ACCOUNTANT

This position reports to the Accountant

PURPOSE:

The successful candidate will

Be responsible for ensuring that accurate internal controls and financial records are maintained

Key Performance Areas:

1. Financial Records
2. Internal Controls
3. Revenue Management
4. Creditors Management
5. Debtors Management
6. Statutory Requirements

Requirements:

- Degree in accounting
- 2-3 years' experience in accounting

Interested, suitable qualified applications, including a comprehensive CV and copies of qualifications can be forwarded to the HR Practitioner at sheldonette@eyeinstitute.co.za

Closing date: 23 March 2017

Only short-listed candidates will be contacted. If you have not heard from us within 15 days of the closing date, please accept that your application has been unsuccessful. The Pretoria Eye Institute is an equal opportunity Employer.