



## **BINA PURI GROUP OF COMPANIES**

### **VACANCY NOTICE**

We invite suitable qualified candidates for the following position :

Company : BINA PURI HOLDINGS BHD  
Position / Level : **EXECUTIVE, GROUP ACCOUNTS**  
No. of Vacancy : 1

#### **Requirements / Responsibilities :**

- Possess a Diploma in Accounting or equivalent qualifications.
- Fresh graduate is welcome to apply.
- Or minimum of 2-3 years working experience relevant to his/her nature of job.
- Positive working attitude and responsible person.
- Mandarin speaking will be added advantage.
- Able to multitask and work independently to meet required deadlines.
- Able to work in a team environment.
- Prepare and handling full set accounts and generate relevant reports.
- Performing duty day to day accounting/finance operations.
- Undertake any others ad-hoc accounting/finance assignment.
- Work closely with all departments on operational and accounting related matters.

Those interested, please write in / contact HR Department.

Tel. No. : 03-6136 3333 ext. 3023 Email : [norjazliana@binapuri.com.my](mailto:norjazliana@binapuri.com.my)