https://jobs.ua/job-bookkeeper-3849734

Ваш надійний помічник

Bookkeeper, 40000 грн.

Київ, 5 серпня 2025

Компанія: Alvic Property Management (https://jobs.ua/company/id/1588786) (Всі вакансії)

Рубрики: Бухгалтерія, фінанси, облік/аудит

Побажання до співробітника

Освіта:	повна вища
Досвід роботи:	обов'язковий
Графік роботи:	повний робочий день

Опис вакансії

Вимоги, побажан

Are you detail-oriented, organized, and passionate about numbers? Our friendly and fast-growing management company is looking for a **skilled and reliable Bookkeeper** to join our team!

What You'll Do:

- Maintain accurate financial records across multiple properties and clients
- Handle accounts payable and receivable
- Reconcile bank accounts regularly
- Assist in budgeting and preparing financial reports
- Collaborate closely with our operations and management teams

What You Bring:

- Proven experience as a bookkeeper or in a similar finance role
- Proficiency in **QuickBooks**, **Excel**, and other financial software
- Exceptional attention to detail and organizational skills
- Ability to juggle multiple priorities with efficiency and accuracy

Why You'll Love Working With Us:

- Friendly, collaborative, and growth-focused team environment
- Competitive compensation
- Real opportunities to grow within a dynamic and supportive company

Interested?

We'd love to hear from you!
Please reach out to **julia@alvicmgm.com** to apply or learn more about the role.

ня:

Обов'язки:

Умови:

Контактна інформація

Контактна особа:	JuliaPodkolzina