



JOB OPPORTUNITY **ACCOUNTS ASSISTANT – TEMPORARY**

The Employer

AMREF Regulated Non-WDT Sacco, is looking for a result-oriented Accounts Assistant for a **short-term period of 6 Months.**

The Person

A self-motivated team player, who strives to make a difference, enjoys challenges and can work under pressure to achieve set objectives.

The Job

Reporting to the Accountant, the job holder's role is as outlined below :

- Bank Reconciliation
- Data entry/Posting
- Preparing loan repayment schedules and reconciliation
- General accounting support

Requirements

1. Degree holder in Business related field from a recognized institution
2. CPA (K)
3. Computer literacy
4. 2-year experience

How to Apply

For more information visit our website www.amrefsacco.org . Applicants who meet the above qualifications should send their application via email **only** to the HR Manager AMREF Sacco at Recruitment@amrefsacco.org

Application should include a detailed CV and names of 3 referees.

The closing date for applications will be 28th March 2025

Only short-listed candidates will be contacted