



Vacancy summary

Office Administrator cum Accountant

GE01259581



Georgia, Tbilisi

Gender : Woman

Education : Bac + 3 License

Experience : 1 year - 3 years

Industry : Recruitment / ai and employment agencies

Position : Personnel / Human Resources

Mobility : Regional

Contract : Long term

Availability : Full Time

Vacancy location



Vacancy details

VAM Systems LLC is currently looking for Office Administrator cum Accountant for our Tbilisi office.

Skill Set required:

Speaking English is a must

2+ years of relevant experience in Accounting (including all tax filings and other statutory filings) and Office Administration in Georgia

Should you be interested this opportunity Please send your resume with MS Word Formatt at the earliest at biju.lal@vinirma.com

Contacts

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phone: (+91) 0471 401 2246