Canara Bank Careers 2023 – Banking Jobs – Bookkeeper Post

Job Location
India
Remote work from: India

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Base Salary
USD. 13,500 - USD. 20,000

Qualifications
Graduate.

Employment Type
Full-time

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Description

Canara Bank Recruitment 2023

We are looking for a skilled and detail-oriented Bookkeeper to join our team at Canara Bank. The Bookkeeper will be responsible for maintaining accurate financial records for the bank, including reconciling accounts, processing payments, and preparing financial reports. The ideal candidate will have a strong understanding of accounting principles, excellent organizational skills, and the ability to work independently.

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Canara Bank Jobs Near Me

Responsibilities:

- Maintain accurate financial records by recording daily transactions and reconciling accounts
- Prepare and process payments, including verifying and posting transactions
- Assist with the preparation of financial reports, such as balance sheets, income statements, and cash flow statements
- Manage accounts payable and accounts receivable
- Monitor and track expenses to ensure compliance with the bank's budget
- Assist with audits and other financial reviews

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Hiring organization
Canara Bank

Date posted
May 11, 2023

Valid through
31.12.2023

APPLY NOW

Skills:

- Bachelor's degree in accounting, finance, or a related field
- Proven experience as a Bookkeeper or similar role
- Strong understanding of accounting principles and financial statements
- Proficiency in accounting software and Microsoft Office Suite
- Excellent attention to detail and organizational skills
- Ability to work independently and meet deadlines
- Strong communication and interpersonal skills

Important Links   # Find the Link in [Apply Now](#) Button

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