

LIN Center for Community Development is seeking an ethical and responsible candidate for the position of Accountant. This role reports to the Finance Manager and the person's primary responsibility is to manage the day to day transaction of bank transfer and cash, as well as to record them into QuickBooks (accounting system) and to assist in building up financial reports for the Center and for the Major Donors.

**Job Description:**

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**Job Requirement:**

- At least 2 years working experience in accountancy
- An understanding of accounting process and practices or strong willingness to learn
- Graduated of University Degree in Finance, Accounting or related field
- Experience providing administrative support such as PIT, social insurance report
- Desired experience- working/advising/volunteering with nonprofits, community development projects and/or INGOs, and Quickbooks proficiency

We are waiting for your CV and cover letter at [hr@linvn.org](mailto:hr@linvn.org)