

## Account Intern at Stellar Human Resource Solutions

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Company: JobWebKenya

Location: Kenya

Category: other-general

### Job Description

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We are a Human Resource Management Consulting Company based in Nairobi Kenya providing a comprehensive range of Human Resources Solutions with your business needs and focus in mind.

### About the job

We are seeking an Accounts Intern to join our team! This is a great opportunity for someone who is interested in gaining hands-on experience in accounting and finance. As an Accounts Intern, you will support our accounting team with various tasks, including but not limited to:

Assisting with accounts payable and receivable

Helping with monthly financial reporting

Conducting account reconciliations

Preparing journal entries

Participating in ad-hoc projects as needed

### Requirements:

Bachelors degree in Accounting or Finance

1-2 years of working experience

Strong attention to detail

Ability to work independently and as part of a team

Proficiency in Microsoft Excel and accounting softwares

Excellent communication and interpersonal skills

Ability to prioritize tasks and meet deadlines

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