

Account Executive

Lica Fresh Fruit International Limited

Lica Fresh Fruit International Limited (A subsidiary of Tung Shing Fresh Fruit Company Limited) is a multinational fresh fruit distributor in Hong Kong, Taiwan, and Mainland China. As the biggest fresh fruit distributor in Hong Kong, Lica distributes its product items to various supermarkets, including Wellcome, Parkn' Shop, SOGO, AEON, Carrefour, MUJI, YATA, and U Select, and provides different value-added services, such as repackaging, sorting, and labeling, to our customers.

Job Highlights:

- Conduct general accounting activities

What you'll be doing:

- Conduct general accounting activities including but not limited to data entry, bank reconciliation, account receivable and payable and intercompany reconciliation.
- Prepare financial statements and related reports, and handle billing matters.
- Ensure proper documentation and filing and provide support to the department.
- Perform other duties or ad hoc tasks as assigned.

We are looking for:

- Non-degree Tertiary / High Diploma or above with LCCI certificate.
- 1-year of solid accounting experience is preferred.
- Proficiency in PC skills, such as MS Office & Chinese Word Processing, especially Excel (Pivot Table & VLOOKUP).
- Good command in both written and spoken English, Cantonese, and Mandarin.
- Attentive to details, well-organized, responsible, a good team player.
- Immediately available is highly preferred.

Benefit:

- Bank Holiday
- Double pay
- Performance Bonus
- Location: Grade A Office in Tsim Sha Tsui East
- Friendly Working Environment

Application Method:

elaine@tshing.com.hk

(All information provided will be used for recruitment purpose only)