



Royal Ocean Marine Enterprise Pte Ltd

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Royal Ocean Marine Enterprise Pte Ltd

Royal Ocean Marine Enterprise Pte Ltd is a specialized recruitment agencies specializing in job recruitment / job placement in the marine/shipping communities. Our clients including major shipping companies, agencies, shipbrokers, oil traders, offshore industries and oil refineries.

Account Executive (Perm)

Job Responsibilities

- Assist in entire vessel accounting functions
- Undertake daily accounting duties, including filling of entries/vouchers, supporting documents pertaining to GL, AP, etc
- Ensure timely closing of monthly accounts
- Prepare and post monthly journal
- Prepare monthly GL accounts reconciliation
- Assist in preparation of management reports
- Monthly bank reconciliation
- Perform adhoc assignments

Requirements

- Degree/Diploma/higher LCCI
- Proficient in Microsoft Office
- Competent in meeting deadlines and multi-tasking
- Positive work attitude, good team player and fast learner
- Able to commence work immediately or on short notice
- Working experience with Ship owner or Ship management preferred
- Only Singaporeans and Singapore PRs need apply

Interested Candidate please send in your resume to recruitment@royalocean.com.sg indicating the position applied or call 64239539 for more information.

For more marine job openings, kindly refer to our website at www.royaloceanmarine.com .