

## Account Manager & Bookkeeper



Phone :  
Web :

### Job Summary

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Vacancy :

Deadline : Jan 01, 1970

Published : Nov 04, 2025

Employment Status : Full Time

Experience : 3 - <5 Years

Salary :

Gender : Any

Career Level : Any

Qualification : Certifications

## Job Description

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Afrisource Hub is supporting one of our amazing global clients in expanding their finance team, and we're on the lookout for a skilled professional ready to grow in an exciting international environment!

If you're passionate about numbers, accuracy, and helping businesses thrive...  
This could be your next big move!

### Must-Haves

- ☒ 3–5 years of experience in accounting, bookkeeping, or finance admin roles
- ☒ Proficiency with QuickBooks / Xero / FreshBooks (or similar tools)
- ☒ Excellent communication & client relationship skills
- ☒ Strong financial analysis and reporting skills
- ☒ Organized, detail-driven, and proactive problem solver

### Preferred Certifications (Any of these is accepted)

- ICAN / ACCA
- QuickBooks or Xero Certification
- Degree in Accounting, Finance, or related field

### Key Skills

- Bank reconciliations
- Accounts receivable & payable
- Invoicing & expense tracking
- Financial reporting & auditing support
- Strong Excel / Google Sheets knowledge

### What We Offer

- ☒ Competitive pay
- ☒ Work with global clients
- ☒ Flexible work & life balance
- ☒ Real career growth opportunities
- ☒ Supportive, people-focused culture

### Apply here:

<https://lnkd.in/gypZT2hd>

## Education & Experience

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### Must Have

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### Educational Requirements

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Certifications

**Compensation & Other Benefits**

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