



CAREER OPPORTUNITIES

at M&P Express Logistics (Pvt.)

On Time, Every Time, I, We & M&P

Branch Accountant

DG Khan / Rahim Yar Khan / Ch

The job role requires the smooth & efficient functioning of cash management, expenses, and financial transactions across branches.

Key Responsibilities:

- Perform daily maintenance of cash for Branch.
- Post all expenses with details in the petty cash module software for branches.
- Record daily receipts and deposits in the system.
- Conduct a daily thorough check of Cash and Credit CNs for branches.
- Issue Credit Notes (CNs) to SDO and maintain the register.
- Conduct daily bank visits for handling cheques and cash deposits.
- Manage daily cash collection for COD, Sale, and Recovery.
- Ensure day-to-day closing procedures are followed.
- Maintain records of assets.

Qualification
Graduate or Masters

Experience
2-3 years Exp.

Age
Up to 35 Years

Interested candidates meeting the above criteria can share their profiles at

tabish.aslam@mulphilog.com

by mentioning position in the Subject line, latest by

04th December 2023