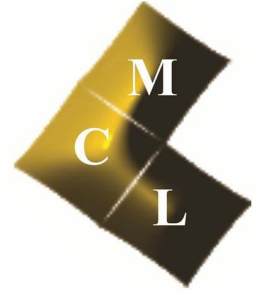


# ACCOUNTING & FINANCE/ADMINISTRATIVE /MANAGEMENT POSITIONS AT AIT



Accra Accra Ghana  
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Phone : +233 302 787 048  
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## Job Summary

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Vacancy :  
Deadline : Jan 31, 2025  
Published : Jan 09, 2025  
Employment Status : Full Time  
Experience : Any  
Salary :  
Gender : Any  
Career Level : Any  
Qualification : Bachelor Degree

## Job Description

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THE ACCRA INSTITUTE OF TECHNOLOGY (AIT) – A DYNAMIC PRIVATE UNIVERSITY IS LOOKING FOR HIGHLY MOTIVATED INDIVIDUALS FOR THE FOLLOWING ADMINISTRATIVE/MANAGEMENT POSITIONS:

- ADMINISTRATIVE OFFICER/SENIOR ADMINISTRATIVE OFFICER – Accounting and Finance •
- ADMINISTRATIVE OFFICER/SENIOR ADMINISTRATIVE OFFICER – General Administration

## Education & Experience

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APPLICANTS MUST HAVE A BACHELOR'S DEGREE OR HND OR EQUIVALENT WITH 3 – 5 YEARS POST QUALIFICATION WORK EXPERIENCE IN A DYNAMIC ORGANIZATION.

## Must Have

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APPLICANTS MUST BE COMPUTER LITERATE WITH SKILLS IN USING RELEVANT APPLICATION SOFTWARE AND SYSTEMS

## Educational Requirements

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Bachelor Degree

## Compensation & Other Benefits

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