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## Accounting Assistant in HDFC Bank – Freshers Jobs – HDFC Bank Careers

**Hiring organization**  
HDFC Bank

### Job Location

India  
Remote work from: IND

**Date posted**  
February 8, 2024

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**Valid through**  
31.08.2024

**Base Salary**  
USD 15 - USD 25

APPLY NOW

**Qualifications**  
Graduate

**Employment Type**  
Full-time

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### Description

## HDFC Bank Recruitment

Are you detail-oriented, possess strong numerical skills, and have a passion for ensuring financial accuracy? Do you thrive in a collaborative environment and dream of contributing to the success of a leading financial institution? If so, the Accounting Assistant role at HDFC Bank could be your perfect career fit!

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#### Responsibilities:

- Process various financial transactions (payments, receipts, bank transfers) with meticulous attention to detail and adherence to internal controls.
- Maintain general ledger entries, ensuring accuracy, completeness, and timeliness.
- Reconcile accounts regularly, identifying and resolving discrepancies promptly.
- Prepare financial reports and statements following accounting principles and regulatory guidelines.

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## HDFC Bank Careers

### Skills:

- Excellent analytical and problem-solving skills.
- Strong attention to detail and accuracy.
- Proficient in financial analysis and risk assessment techniques.
- Familiarity with credit scoring models and underwriting principles.
- Excellent communication and interpersonal skills, with the ability to work effectively in a team and collaborate with stakeholders.
- Strong computer skills and experience with banking software.

**Tags:** HDFC Bank recruitment, job opportunities, career, hiring, job search, job application, HDFC Bank careers, work at HDFC Bank , job openings, job vacancies, job opportunities at HDFC Bank , HDFC Bank jobs, HDFC Bank recruitment 2024, HDFC Bank hiring 2024

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