



<https://targetjob.govhelp.in/job/kotak-bank-recruitment-2024-freshers-jobs-bookkeeper-posts/>

Kotak Bank Recruitment 2024 – Freshers Jobs – Bookkeeper Posts

Hiring organization
Kotak Mahindra Bank

Job Location

India
Remote work from: IND

Date posted
January 9, 2024

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Valid through
31.08.2024

Base Salary

USD 22,000 - USD 25,000

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

Kotak Mahindra Bank Recruitment 2024

As a Bookkeeper at Kotak Mahindra Bank, you'll be the silent conductor of financial harmony, ensuring every transaction is recorded accurately, meticulously, and according to established accounting principles. Your keen eye and analytical mind will be crucial in maintaining the bank's financial health and contributing to smooth operations.

Kotak Mahindra Bank Jobs near me

Responsibilities:

- **Transaction Tracker:** Enter and record financial transactions with precision, ensuring completeness and adherence to accounting standards.
- **Reconciliation Rock Star:** Reconcile bank statements and other financial records with impeccable accuracy, identifying and resolving discrepancies swiftly.
- **Reporting Ace:** Generate accurate and timely financial reports, providing valuable insights for internal stakeholders and regulatory compliance.
- **Compliance Champion:** Maintain meticulous adherence to bank policies, procedures, and regulatory requirements, safeguarding financial integrity.
- **Tech-Savvy Accountant:** Adapt to and utilize financial software efficiently, staying abreast of technological advancements in the accounting field.

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Kotak Mahindra Bank Careers

Skills:

- Excellent attention to detail and accuracy, with a strong focus on quality and error-free work.
- Proficiency in accounting principles and practices, including journalizing, ledger maintenance, and reconciliation.
- Strong analytical and problem-solving skills, able to identify and resolve discrepancies in financial data.
- Good communication and interpersonal skills, able to collaborate effectively with colleagues and communicate financial information clearly.

Important Links

Find the Link in [Apply Now](#) Button

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