

Vacancy – Gaylek Pvt. Ltd

Gaylek Pvt. Ltd is pleased to announce vacancy for the following post. Interested candidates may submit complete set of documents on or before 12th December 2018. For further information email at gaylek@bhutanextremetrips.com or call at 337482 (Office) 77199696 (Mobile).

Position: Finance and Accounts Manager

Qualification: BBA/B.Com

Experience: Tally Software and have sound knowledge on Finance and Accounts

Salary: Basic Pay 15,000/- and Negotiable based on the interest and experience

Other Benefits: Communication allowance, bonus and other as per rule

Documents to be submitted:

1. Application form or CV
2. Copy of Academic transcripts/Training certificate.
3. Copy of Citizenship ID Card.
4. Valid Security Clearance Certificate (approved online).
5. Valid Medical Fitness Certificate.
6. Other Achievement / Recommendation /Participation certificates.