



## **EMPLOYMENT OPPORTUNITY FOR SCHOOL TREASURER**

The South Caribbean Conference of Seventh-day Adventists is seeking for a suitably qualified person to fill the position of School Treasurer. The successful candidate should possess the following qualifications and skills:

### **QUALIFICATIONS**

- Bachelor of Arts Degree – Business Management or Accounting

### **REQUIRED:**

- A minimum of five (5) years' experience working in the field of Accounting
- Proficiency in Microsoft Office Suite and Peach Tree
- Excellent communication skills and the ability to work independently
- Team Player

### **DOCUMENTS**

- Letter of Application
- Resume
- Copies of certificates and diplomas
- References from current Supervisor
- Two (2) recommendations

Please indicate your interest in this position to the Human Resource Manager, South Caribbean Conference, P.O. Box 66, P.O.S, on or before **Wednesday, March 19, 2018.**