



Norr Systems is a manufacturer of Marine and Offshore Systems including Valve Control, Vessel Management and Tank Gauging Systems. In addition, we also supply the following:

1. Offshore Gas Compressor PLC Control System certified for hazardous area.
2. Allen Bradley and Siemens Preferred Systems Integrator.

Due to expansion, we are seeking highly committed individuals ready to further their career to join us as:

Accounts Assistant

(Singapore - Tampines)

Responsibilities:

- To handle Accounts Payable, partial GL, Supplier and Bank Reconciliation, petty cash control and reimbursement
- Other ad hoc duties assigned

Requirements:

- Candidate must possess at least a Diploma, Advanced/Higher/Graduate Diploma, in Accountancy or equivalent.
- Minimum 1 year of working experience with LCCI / Diploma in Accountancy.
- Proficient in MS Office and MYOB Accounting System
- Applicants must be willing to work in Tampines.
- Experience in related industry preferred.
- Full-Time positions available.

Interested applicants please send your full resume, expected salary and photograph to:
Norr Systems Pte Ltd Human Resource Department
37A Tampines St 92 #08-00, Singapore 528886
Email: hr@norrsystems.com