



Kwong Wai Shiu Hospital is a charitable organisation established to provide healthcare services to the needy in Singapore regardless of race, language, or religion. Our vision is to be a leading community healthcare hub in Singapore.

We provide a continuum of care ranging from in-patient, rehabilitation therapy and Traditional Chinese Medicine services. We are expanding and inviting dynamic individual to join us as:

Accounts Officer (Temp, 6 months: Dec 2023 to May 2024)

Responsibilities

Assist in one or more functions in the finance department: -

- Accounts Receivable
- Fund-raising
- Investments
- Government grants
- Cash management and
- other financial reporting duties

Requirements

- Minimum Accounting Certificate or Diploma qualification.
- Proficient in MS office applications.
- Meticulous and organized.
- Good inter-personal skills.
- Able to work independently as well as in a team.
- Proficient in Oracle ERP will be an added advantage.
- Preferably with experience in accounting.

Interested applicants, please email your resume to:

The Human Resource Manager
Kwong Wai Shiu Hospital
705 Serangoon Road
Singapore 328127
Email: HR_Dept@kwsh.org.sg