

[#CareerOpportunity](#)

[#Square Food Beverage Limited](#)

Application Link: <https://lnkd.in/gDFRvMG9>

(Cashier – Accounts & Finance)



CAREER OPPORTUNITY

Square Food & Beverage Ltd. is a leading and fast-growing ISO-certified company in Bangladesh. We provide a dynamic work environment, diverse job opportunities and competitive salaries & benefits. To support our continuous growth, we are looking for a smart, energetic and hard-working team member for the position outlined above.

Cashier – Accounts & Finance

MAJOR RESPONSIBILITIES:

- Maintain and handle day-to-day petty cash, accurate records of factory-related transactions.
- Create, review, and reconcile petty cash vouchers and ensure that all expenses are properly supported with documents.
- Manage petty cash fund according to internal controls and authorization levels.
- Reconcile petty cash balances with general ledger petty cash book.
- Prepare petty cash reports for management and audit purposes.
- Assist in identifying cost-saving opportunities related to petty cash spending.
- Responsible to complete any other tasks assigned by the Management.

JOB REQUIREMENTS:

- Minimum BBA in any discipline from a reputed university (MBA Preferable)
- Minimum 01 year experience (Experience in relevant role & industry will get preference)
- Age; At most 30 years (Preferable)
- Strong leadership and interpersonal skills
- Excellent proficiency in Microsoft Office Suite
- Willingness to work in plant and travel as required

WE OFFER:

- Competitive Salary & Other Benefits
- Performance Driven Career
- Excellent Working Environment

SCAN HERE
TO APPLY



Job Location: Manikganj

APPLICATION LINK:

<https://jobs.bdjobs.com/jobdetails?id=1431239&ln=1>

APPLICATION DEADLINE: November 29, 2025.

