



Crest Micro Life Insurance Ltd.

Vacancy Announcement

Crest Micro Life Insurance Ltd. invites applications from competent, energetic, and dedicated Nepali citizens for the following positions in its Accounts Department:

1. Managerial Level

Required Number: Few

Qualification & Experience:

- Master's Degree in Management, Commerce, Finance, or Accounting
- Professional qualification (CA/ACCA) will be an added advantage
- Minimum 5 years of relevant experience, preferably in insurance or financial institutions
- Sound knowledge of Nepal Accounting Standards, taxation, regulatory compliance, and financial reporting

Major Responsibilities:

- Overall supervision of accounting and financial activities
 - Preparation of financial statements and management reports
 - Ensure compliance with regulatory and statutory requirements
 - Co-ordinate audits and lead the accounts team
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2. Assistant Level

Required Number: Few

Qualification & Experience:

- Bachelor's Degree in Commerce, Management, or related discipline
- Basic understanding of accounting principles
- Proficiency in computer applications (MS Excel, accounting software)
- Fresh graduates are encouraged to apply

Major Responsibilities:

- Maintain accounting records and documentation
 - Assist in vouchers, billing, reconciliation, and data entry
 - Support daily accounting and office operations
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Interested candidates meeting the above criteria are requested to submit their updated CV, along with copies of academic and experience certificates, within 30 days from the date of publication of this advertisement to: hr@cmlife.com.np.

- ❖ Only shortlisted candidates will be contacted for further selection processes.