

# Freelance PAAdminAccounts



Location **South East, Kent**  
<https://www.freeadsz.co.uk/x-560999-z>

Based in Shipbourne, Near Tonbridge in own office. I can cater for your organisational requirements and small business accounts.

Blue Chip Industry experience in HR and Accounts. Now Freelancing for PA/Secretarial/Accounts.

Project management

Event organisation

Financial administration











Business accounting

Fully competent in Microsoft packages (Word, Excel, PowerPoint, Outlook)

SAGE Trained.

Please call or email to discuss requirements.

Vicky Tel: 07946 606473 07946 6064...(click to reveal full phone number) Email: click to contact

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