



<https://jobroll.govhelp.in/job/hdfc-bank-recruitment-2023-jobs-for-freshers-accounts-payable-post/>

## HDFC Bank Recruitment 2023 – Jobs For Freshers – Accounts Payable Post

**Hiring organization**  
HDFC Bank

### Job Location

India  
Remote work from: India

**Date posted**  
September 9, 2023

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**Valid through**  
31.12.2023

### Base Salary

USD 15,000 - USD 22,000

APPLY NOW

### Qualifications

Graduate

### Employment Type

Full-time

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### Description

## HDFC Bank Recruitment 2023

The Accounts Payable Associate is responsible for processing invoices and payments for goods and services received by HDFC Bank. This includes verifying invoices, matching them to purchase orders, and ensuring that payments are made on time. The ideal candidate will have a strong understanding of accounting principles and procedures, as well as the ability to work independently and as part of a team.

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### HDFC Bank Careers

#### Responsibilities:

- Process invoices for goods and services received by HDFC Bank
- Verify invoices against purchase orders
- Match invoices to supporting documentation
- Ensure that payments are made on time
- Maintain accounts payable records
- Resolve discrepancies and errors

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### HDFC Bank Jobs Near Me

**Skills:**

- Strong understanding of accounting principles and procedures
- Proficient in Microsoft Office Suite
- Excellent attention to detail
- Ability to work independently and as part of a team

**Important Links** Ability to meet deadlines

**Find the Link in [Apply Now](#) Button**

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