



## PR/094184 | French Speaking Talents (Finance/Accounting)

### Job Information

**Recruiter**

JAC Recruitment Vietnam Co., Ltd

**Job ID**

1505213

**Industry**

Audit, Tax Accounting

**Job Type**

Permanent Full-time

**Location**

Vietnam

**Salary**

Negotiable, based on experience

**Refreshed**

November 19th, 2024 11:33

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

**COMPANY OVERVIEW**

Our client primarily operates in the fields of e-commerce and investment accounting outsourcing. This position offers many opportunities for future growth.

**JOB RESPONSIBILITIES**

We are seeking a dedicated and proficient Remote General Accountant to join our team. The ideal candidate will be fluent in French and possess strong research skills. This role involves accurately entering invoice data, assisting in closing activities, and dedicating time to continuous learning.

- **Invoice Data Entry:** Accurately enter invoice data into the accounting system.
- **Support in Bookkeeping Tasks:** Assist in the monthly, quarterly, and annual closing processes, which include:
  - Reconciling accounts and ensuring all financial transactions are accurately recorded.

- Preparing financial statements and reports.
- Ensuring compliance with relevant accounting standards and regulations.
- Identifying and resolving discrepancies in financial records.

#### **JOB REQUIREMENTS**

- **Proficiency in French:** Level C1 equivalent.
- **Research Skills:** Ability to independently research the accounting principles (company will provide an online course to support this).
- **Self-Discipline:** High level of self-discipline, capable of working independently and seeking out information when needed.

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Company Description