



PR/158209 | P2P Accounts Payable, Junior Executive (1 to 3 years relevant experience)

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1505419

Industry

Healthcare, Nursing

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

November 19th, 2024 11:37

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 and Job Overview

A financial shared service company specialising in manufacturing is seeking for a talent with 1 to 3 years of experience in shared service Accounts Payable (P2P/PTP). This role requires an individual capable to process invoice, ensuring the accuracy of the suppliers' data, and to complete the other relevant accounts payable reporting tasks.

Job Responsibilities

- Conduct routine analysis of accounts payable, ensuring supplier data accuracy and timely invoice processing.
- Verify the accuracy and completeness of accounts payable accruals and other reporting tasks to meet departmental objectives.
- Participate in yearly audit by analyzing data, testing solutions, and making recommendations to support departmental or company-wide goals.

Job Requirements

- Bachelor's degree in accounting or a related field.
- Minimum of 1 year of shared service accounts payable P2P/PTP experience required.

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Company Description