



## PR/158215 | Accountant

### Job Information

**Recruiter**

JAC Recruitment Malaysia

**Job ID**

1505436

**Industry**

Audit, Tax Accounting

**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

One of the international professional provider in delivering tailored high-quality advice to companies on a range of corporate, global expansion, accounting, fund administration, tax, global mobility, payroll and HR matters. The Accountant will be responsible for the preparation and review of management accounts and financial statements for a portfolio of companies. In addition, the role holder will be handling payroll, ad-hoc reporting, audit and tax co-ordination where required.

#### Job Responsibilities

- Handle full or partial sets of accounts (monthly, quarterly and yearly) for the portfolio of clients
- Ensure accurate recording of accounting transactions and analyze financial information.
- Prepare financial statements and ensure compliance of accounting standards.
- Responsible for full spectrum of payroll functions in relation to the portfolio of clients (monthly statutory contribution & submission)
- Coordinate with external parties including external auditors, tax agents, corporate secretary and government authorities, where required

- Establish good client relationships through positive interactions with the client's team
- Involved in any other ad hoc duties as assigned

Job Requirements

- Degree holder in Accounting field, professional accounting membership would be added advantage.
- Prior experience working in outsourcing accounting firm/audit firm is highly advantageous
- Intermediate Microsoft Office skills with particular focus on Excel skills and Dynamics 365 Business Central (Navision) accounting software

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Company Description