



PR/158193 | Accounts Executive

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1505493

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

November 19th, 2024 11:38

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 construction related company in a strategic location accessible by public transport. Looking for Accounts Executive to manage the day-to-day financial and accounting operations.

Job Responsibilities

- Handling full set of accounts, including accounts payable, accounts receivable, fixed asset and general ledger accurately and in a timely manner with minimal supervision.
- Handling month-end closing activities, from journal postings to preparing reporting pack.
- Conducting financial analysis and ensure timely month-end closing and management reporting in compliance with local accounting standards and statutory requirement.
- Liaising with external stakeholders such as auditors, tax agents, local tax and government authorities as and when

required.

- Assisting and preparing IFRS package to holding company for Group and external audit.

Job Requirements

- Possess a Bachelor's Degree in Accountancy or a partial equivalent professional qualification such as ACCA, CIMA, or CPA.
- Minimum 3 to 5 years relevant working experience in handling full sets of finance and accounting preferably in the construction industry.
- Knowledge of International Financial Reporting Standards (IFRS) and Microsoft Offices.

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Company Description