



PR/094352 | Assistant Accounting Manager

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1509538

Industry

Audit, Tax Accounting

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

December 11th, 2024 15:42

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 foreign consulting firm is looking for Assistant Accounting Manager

Job Responsibilities

- Responsible for managing tasks related to explanations, inspections, audits, and tax reconciliation.
- Assist Manager in managing and supervising the implementation of service contracts for clients.
- Support the Manager in internal management, developing staff skills through internal training.
- Assist in assigning and monitoring the progress of each project assigned by Manager
- Organize seminars related to Tax & Accounting topics.
- Support in providing Tax & Accounting consulting services to clients through meetings, emails, and phone calls.
- Review periodic financial/tax reports for clients.
- Able to work with Tax Authorities.
- Discuss, work, and report to the Manager and the Board of Director

Job Requirements

- A bachelor's degree, preferably with a degree in Economics, Law, Tax, Accounting
- At least 4-5 years of experience working for Tax-Accounting consulting firms.
- Good knowledge of Vietnamese accounting regulations and tax system.

- Strong communication and information delivery skills.
- Experience in supporting tax inspection and audit teams.
- Experience in supporting tax refund and reconciliation tasks.
- Good experience in personnel management/assignment.
- Good English skills
- CPA certification is an advantage.

Benefits

- 13th-month salary bonus and performance bonus
- Work in an international, dynamic, youthful, and friendly environment
- Other benefits to be discussed during the interview.

Apply online or feel free to contact me directly for more information about this opportunity. Due to the high volume of applicants, we regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

#LI-JACVN

Company Description