



PR/115298 | Senior Account

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1513095

Industry

Audit, Tax Accounting

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

January 7th, 2025 16:00

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

Job Description

- Implementing and maintaining inventory management systems.
- Recording and tracking merchandise inventory transactions. This includes recording purchases, sales, returns, and adjustments.
- Calculating the cost of goods sold (COGS).
- Maintaining accurate inventory records. This includes tracking the quantity and value of inventory on hand.
- Reconciling inventory accounts. This involves comparing the company's physical inventory to its accounting records to ensure that they are accurate.
- Prepare, review and post general ledger / journal entries in the accounting system.

- Ensure journals and other postings have proper document support.
- Ensure monthly Financial statements and reports are accurate and prepared within deadline.
- Ensuring financial records comply with regulatory standards, company policies, and procedures including pertaining taxation and Thai GAAP.
- Review WHT and VAT in accordance with the RD.
- Reconcile Bank in Xero.
- Prepare monthly merchandise sales reports and verify the inventory.
- Maintain the fixed assets register of the company.
- Prepare and review the Bank and other Balance sheet Reconciliation.
- Provide support with the accounting department as and when required
- Collaborate with other departments to ensure accuracy in records
- Assisting the team with accounting issues and queries.
- Any other related work as assigned by the Manager / Regional FC.

Requirements / Key Skills and Competencies

- Bachelor's degree in Accounting.
- 3+ years' experience working as a GL Accountant, or in a similar role in the Accounting department in E-commerce Industry.
- Good knowledge of accounting principles and standards.
- Detail-oriented with high documentation, Excel spreadsheet, and PowerPoint skills.
- Good verbal and written communication skills in English and Thai.
- Customer-centric and able to work under pressure.
- Organizational skills.
- Problem-analysis and problem-solving skills.
- Teamwork skills.
- Good human relations, adaptability, customer-oriented, and ethical.
- Knowledge of Financial Software such as Xero, and Thai Tax are an advantage.
- Be able to work onsite at Rama 2 area, and occasionally visit Head Office.

Company Description