



JAC Recruitment

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Thailand

PR/116396 | Assistant Accounting Manager

Job Information

Recruiter[JAC Recruitment Thailand](#)**Job ID**

1513428

Industry

Restaurant, Food Service

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

April 15th, 2025 19:00

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

Position : Assistant Accounting Manager

Location: Rama 3

Job Summary: Our client is beverage company. We are looking for a dedicated Assistant Accounting Manager to join our team.

Key Responsibilities: thank you ma'am I can see you google

- Managed month-end and year-end closings.
- Prepared and reconciled balance sheet details monthly, identifying discrepancies.

- Oversaw General Ledger (GL) operations, ensuring all daily transactions were accurately posted and updated in line with generally accepted accounting principles.
- Controlled fixed assets and inventory accounts.
- Prepared corporate income tax filings (P.N.D.50, P.N.D.51).
- Reviewed VAT reports (PP.30) and conducted VAT reconciliations and investigations as necessary.
- Communicated with external and internal auditors.
- Collaborated with team members to manage and issue asset management records within the accounting system.
- Established and enforced proper accounting methods, policies, and principles.
- Acted as a compliance guardian and business partner across functions.
- Handled various ad-hoc financial and accounting tasks.

Requirements:

- Good in command in English.
- Bachelor's degree in Finance or Accounting or a related field.
- Strong skill in Microsoft Office (Excel, Word) with skills in accounting programs (SAP, Express, Accpac etc.)
- High accountability and responsibility.
- Strong ability to manage accounting team members.

Company Description