



PR/116534 | General Accounting Section Head

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1516375

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

February 18th, 2025 06:00

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

The Company is Japanese, now seeking for an experienced candidate to join as Senior Accounting and Finance (Workplace Ayutthaya)

Position: General Accounting Section Head
 Location: Ayutthaya
 Business: Manufacturing
 Working hour: Monday – Friday, 09:00 AM – 18.00 PM

JOB RESPONSIBILITIES

- Responsible for accounting transaction. AP, AR, another General ledger, and reconcile bank.
- Verify payment vouchers and supporting documents.
- Verify WH/T and VAT calculation both from suppliers and to customer.
- Reconcile / prepare monthly WH/T reports for submissions to government.
- Review/ prepare monthly Input Tax reports with original tax invoices.
- Prepare month-end closing transaction and monthly P&L for management
- Monitor issuing invoices and billing to customer.
- Other assignment from immediate supervisor.

JOB REQUIREMENTS

- This position, salary around 40,000 - 60,000 THB
- Bachelor's degree in any related field
- At least 3-5 years' experience in accounting and taxation
- Fair English speaking & writing, reading skills (comfortable in verbal & email communication in English)
- Experience in accounting environment and administration work

Company Description