



## PR/094502 | Chief Accountant cum Admin Manager

### Job Information

**Recruiter**

JAC Recruitment Vietnam Co., Ltd

**Job ID**

1518159

**Industry**

Civil Engineering and Construction

**Job Type**

Permanent Full-time

**Location**

Vietnam

**Salary**

Negotiable, based on experience

**Refreshed**

April 22nd, 2025 18:00

### 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

#### Company and job overview

Our client is a wood product company.

**Job Responsibilities**

- Handle accounting and taxation duties comprehensively.
- Cash flow management
- Monthly financial report management
- Collaborate with accounting managers from other departments (e.g., Distribution, E-commerce).

**Job Requirements**

- Business-level English proficiency.
- Chief Accountant experience.
- Over 10 years of accounting experience.
- Experience in managing subsidiaries (or experience handling both accounting and general affairs at a small-scale company, with a solid understanding of company operations).
- Experience working at Japanese companies.

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Company Description