



PR/158576 | Senior Accounting & Finance Executive

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1521581

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

February 11th, 2025 10:32

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 rapidly growing manufacturing industry company in Kulim is seeking for Senior Accounting & Finance Executive to oversee daily accounting functions are completed in accordance with standard operating procedures. This role requires at least 5 years of experience in full set of accounting.

Job Responsibilities

- Oversee daily accounting functions to ensure they are completed according to standard operating procedures.
- Responsible for the precise oversight and management of the general ledger system, maintaining its integrity through accurate and timely transaction recording.
- Verify data entries by subordinates to ensure compliance with accounting standards.
- Lead the month-end and year-end closing processes, ensuring timely and accurate completion. Prepare and review necessary reconciliations, accruals, and adjustments.

- Prepare and analyze financial statements, including balance sheets, income statements, and cash flow statements, ensuring accuracy and compliance with accounting principles, company policies, and relevant regulations.
- Prepare provisional tax computations, including tax provision schedules and reconciliations, for timely submission of annual tax returns and tax estimates.
- Ensure tax compliance, including public rulings, tax returns, payments for withholding tax, SST, and income tax.
- Assist in the preparation of transfer pricing documentation.
- Coordinate and liaise with external parties such as banks, corporate secretaries, tax agents, and auditors.

Job Requirements

- Degree in Accountancy, ACCA, CPA, or an equivalent qualification.
- At least 5 years of relevant experience in a tax/accounting firm or a similar role.
- Self-motivated, highly responsible, committed, proactive, and capable of meeting tight deadlines.
- Proficient in Microsoft Excel and experienced with ERP systems.

Company Description