



PR/094500 | General Accountant

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1521688

Industry

Business Consulting

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

March 25th, 2025 01:00

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 service company in Energy and Marine industry.

Job Responsibilities

- Manage comprehensive accounting functions, including accounts payable and receivable.
- Prepare and analyze financial statements and reports.
- Execute month-end and year-end closing procedures.

- Ensure timely collection of receivables and manage cash flow.
- Maintain accurate account records and perform daily cash management duties.
- Oversee payroll processing and tax compliance.
- Assist with external audits and implement internal financial controls.
- Support the Head of Accounting and other departments as needed.

Job Requirements

- Bachelor's degree in accounting, Auditing, or Finance.
- Minimum of 5 years of accounting experience, with at least 2 years in a similar role.
- Strong knowledge of accounting standards, regulations, and tax laws.
- Proficiency in Microsoft Office and accounting software.
- Strong communication, problem-solving, and analytical skills.

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Company Description