



PR/094501 | Accountant Receivable

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1521689

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

- Balance daily and monthly accounts receivable transactions.
- Generate and follow up on client invoices.
- Process customer payments and manage electronic payment systems.
- Reconcile accounts receivable and prevent discrepancies.
- Ensure compliance with VAT and invoice regulations.

- Generate financial reports and maintain accurate records.

Job Requirements

- Bachelor's degree in accounting, auditing or finance.
- Proficiency in MS Office (particularly Excel) and accounting software (experience with Misa is a plus).
- Comprehensive understanding of finance principles, accounting standards, VAT, and invoice regulations.
- Fluent in English with excellent command skills.
- Independent working

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Company Description