



## 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**

February 11th, 2025 10:47

### 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**