



JAC Recruitment

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Vietnam



## Assistant Chief Accountant (PR/093790)

### Organize accounting work

#### 募集職種

#### 人材紹介会社

JAC Recruitment Vietnam Co., Ltd

#### 求人ID

1486100

#### 業種

その他（コンサルティング・土業）

#### 会社の種類

外資系企業

#### 雇用形態

正社員

#### 勤務地

ベトナム

#### 給与

経験考慮の上、応相談

#### 更新日

2024年08月30日 10:01

#### 応募必要条件

#### 職務経験

3年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

ビジネス会話レベル

#### 日本語レベル

無し

#### 最終学歴

大学卒：学士号

#### 現在のビザ

日本での就労許可は必要ありません

#### 募集要項

#### JOB RESPONSIBILITIES

- Organize accounting work in accordance with the conditions of production and business organization and the organizational structure of the company to perform the prescribed functions.
- Training, guiding, supervising, checking and evaluating the work performance of staff.
- Manage the accounting system, accounting books, invoices and documents of the Company in accordance with regulations, scientific and complete...
- Check, record and reflect fully, accurately and promptly economic operations arising in the course of production and business in accordance with the regulations on accounting principles and standards, in compliance with the approved company's regulations and current laws.
- Organize the implementation and inspection of the use and management of expenses, assets and capital sources of the Company.

- Prepare and present periodic financial and internal reports.
  - Making tax declarations, tax reports periodically.
  - Working with audit and tax agencies.
  - Identify, analyze and propose measures to prevent financial risks for the company
  - Identify problems in business operations and propose improvement options
  - Perform other related tasks as assigned by superiors.
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## スキル・資格

### **JOB REQUIREMENTS**

- University graduate or higher in Finance or Accounting, have a certificate of chief accountant.
- At least 3 years of experience as the chief accountant for a manufacturing company
- Solid knowledge of basic and advanced accounting and financial principles and practices.
- Knowledge of Vietnamese financial law including tax legislation.
- Strong negotiation and problem-solving skills.
- Excellent knowledge of synthesize, process information, report and manage work.
- A problem-solver with attention to detail.
- High responsibility in work, honesty, careful in work. Work well under high pressure and strict deadlines.
- Working knowledge of Microsoft Office and financial software.
- Good communication skills.
- Able to communicate in English in Business.
- Experience in the FMCG industry is a bonus

### **BENEFITS**

- VND 40 mil – 50 mil per month
  - Bonus: 13th guarantee, performance bonus: Twice a year (March, Sept)
  - Holidays: 2 days off per week (Saturday and Sunday), National holidays, New Year holidays
  - Paid leave: 12 days per year
  - WFH: 2 days per week after probation time
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## 会社説明