



## PR/158099 | Accountant

### 募集職種

#### 人材紹介会社

ジェイエイシーリクルートメントマレーシア

#### 求人ID

1505348

#### 業種

その他（メーカー）

#### 雇用形態

正社員

#### 勤務地

マレーシア

#### 給与

経験考慮の上、応相談

#### 更新日

2024年11月19日 11:35

### 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

ビジネス会話レベル

#### 最終学歴

短大卒：準学士号

#### 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

#### Company and Job Overview

A global leader in providing precision-engineered technologies and solutions for a wide variety of markets. They have started a shared service centre and is looking for AP Thai Speaker.

#### Job Responsibilities

- Responsible for the compliance of group financial controls, group finance policy, standard operating procedures and internal controls.
- Responsible to check the invoice documents are duly supported and approved in accordance with group policies before posting.
- Responsible to check supplier's payment are properly matched i.e. three ways matching, before posting and process the payment according to supplier's payment terms and adhere to the payment cycles as stipulated.

- Responsible to perform vendor reconciliations every month for accruals purpose during month end close, and follow up to clear the reconciliation items such as discrepancies, disputes and unpaid invoices within stipulated timeline.
- Require to liaise with vendors and internal stakeholders as part of vendor management query such as handling inquiry for payment, invoices and response it within timely and accurately .
- Require to assist and support the team for any ad hoc tasks as and when necessary.

#### **Job Requirements**

- Bachelor Degree in Accounting or any other related field.
- Minimum 2 years of working experience in handling AP.
- Proficient in read, write and speak in Thai.

#LI-JACMY  
#stateSelangor

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会社説明