



PR/094740 | Accounts Executive

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シンガポール

求人ID

1517827

業種

監査・税理士法人

雇用形態

正社員

勤務地

シンガポール

給与

経験考慮の上、応相談

更新日

2025年03月25日 14:01

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

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

Headquartered in Singapore, our client is a professional services firm with presence in 3 countries. Currently, the team is looking for a full time Accounts Executive to join the team.

Responsibilities

- Handle full accounts (General Ledger, Accounts Receivable, Accounts Payable)
- Reconcile bank accounts, prepare financial statements (P&L, Balance Sheet, Cash Flow), and analyze performance.
- Handle GST/VAT filings, corporate tax submissions
- Ensure adherence to local tax laws and accounting standards (GAAP/IFRS).
- Process payroll

- Support budgeting/forecasting
- Ad-hoc tasks when required

Requirements

- Degree in Accounting / Business / Admin or equivalent is good
- **Experience in full set accounting is a must**
- Advanced skills in Microsoft Excel (e.g., pivot tables, VLOOKUP, and formulas).
- Strong understanding of accounting principles (e.g., GAAP or IFRS)
- Able to work in a team

If you are interested in the role, please click apply.

Please note that only shortlisted candidates will be contacted, thank you.

JAC Recruitment Pte. Ltd.

EA Licence Number: 90C3026

Personnel Registration Number: R22106334 Tan Kher Xin

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#countrysingapore

会社説明