



PR/094578 | Senior HR for a large Japanese consulting company

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1536366

Industry

Business Consulting

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

April 30th, 2025 15:55

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

A Japanese consulting firm providing outsourcing services in accounting, tax, payroll, M&A due diligence and valuation and other corporate services.

JOB RESPONSIBILITIES

- Supervise task progress, manage junior staff assignments, and ensure client deadlines are met.
- Review client accounting and tax reports, including entries, monthly reports, payrolls, and tax declarations (VAT, PIT, CIT, FCT).
- Communicate with clients to provide advice and address operational issues.
- Coordinate with auditors and tax authorities as needed.
- Perform other duties assigned by senior personnel
- Support reviews, tax audits, and M&A due diligence projects.
- Guide and coach junior staff.

JOB REQUIREMENTS

- Bachelor's degree in Accounting, Auditing, Finance, Banking, or Commerce; CPA (or equivalent) is a plus.
- 3–4 years of experience in accounting, auditing, or tax consulting; Big 4 experience is an advantage.

- Strong English communication and reporting skills.
- Proficient in communication, analytical thinking, problem-solving, and teamwork.
- Excellent time and project management skills, with attention to detail and a strong sense of responsibility

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Company Description