



JAC Recruitment

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Thailand

PR/116935 | Finance Department Manager

Job Information

Recruiter[JAC Recruitment Thailand](#)**Job ID**

1537127

Industry

Restaurant, Food Service

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

April 30th, 2025 16:20

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

Working Location : Pathum Thani and Bangkok

Working Day : Mon - Fri (Sat twice a month)

Key Responsibilities:

- Financial Reporting: Prepare and analyze monthly, quarterly, and annual financial reports, such as balance sheets, profit and loss statements, and cash flow statements.
- General Ledger: Manage general ledger for correct transaction posting and account reconciliation.
- Audit Coordination: Coordinate and assistance with internal and external audits, ensuring all required documentation and records are available.
- Cash Flow Management: Cash Flow Management: Managing money input and outflow to ensure adequate liquidity for daily operations.

- Cross Department Collaboration: Collaborate with other departments, such as operations and HR, to ensure financial operations run smoothly and handle any difficulties.
- Financial analyses: Provide frequent and ad hoc financial evaluations for projects and cost elements as needed by Core Management Team, Corporate Controlling, and others.
- Tax Compliance: Manage tax filings to ensure compliance with local, state, and federal standards. Liaise with tax advisors and ensure that taxes are paid on time.
- Reporting to Senior Management: Provide monthly financial analysis and reports to top management, advising on major company choices and performance.
- Team Management: Lead, mentor, and develop the accounting staff. This includes establishing targets, providing performance feedback, and managing workloads.
- Internal Controls: Implement and maintain powerful internal controls to conform with financial requirements and corporate standards.
- Process Improvement: Improve accounting processes and systems for greater efficiency and accuracy

Qualifications:

- Bachelor's degree in accounting, Finance, or related field.
- CPD preferred.
- At least 5 years of experience in accounting, with at least 2 years in a managerial role.
- A strong understanding of accounting principles, financial regulations, and reporting obligations.
- Advanced Excel skills (pivot tables, vlookups, financial modeling)
- Microsoft Office Suite (Excel, Word, PowerPoint)

Company Description