



PR/095129 | Accountant

Job Information

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

1538302

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

May 1st, 2025 20:14

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

Accountant

In this role, you will support team members across the group to ensure accurate accounting and reporting. Reporting to the Financial Controller, you will assist the Sales Administrator in reviewing orders and ensuring all sales invoices are raised.

Key Responsibilities:

- Monthly management accounts
- Reconciling all bank accounts monthly and producing required reports
- Preparing monthly payroll and managing weekly payment runs
- Intercompany and balance sheet reconciliations

- Assisting the Regional Financial Controller with cash flow forecasting and reporting

Key Requirements:

- Diploma or Degree in Accounting with at least 1 year of post-qualification experience
- Advanced MS Excel skills with proven experience in data management and analysis
- Excellent attention to detail and ability to meet tight deadlines
- Excellent verbal and written communication skills in English and the language of the supporting market such as Cantonese to liaise with customers in Hong Kong

Interested applicant please click [APPLY NOW](#)

Do note that we will only be in touch if your application is shortlisted.

Jennifer Maria Hardicar
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Company Description