



PR/094793 | Accountant (Junior Level)

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1541487

Industry

Other (Trade)

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

June 17th, 2025 16:00

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

Our client is a trading company.

Job Responsibilities

- Issue a red invoice.
- Prepare VAT report, periodic internal reports as the request of Leaders.
- Explain data and provide records to tax, audit, and inspection agencies upon request.
- Statistics and synthesis, analysis of accounting data upon request.
- Other tasks assigned by the Leader.
- Classification and storage of accounting records according to regulations.

Job Requirements

- BA in accounting or finance.
- Experience using accounting software, especially FAST Software, is an advantage.
- Upper Intermediate Level in English(speaking/writing/reading) is the minimum necessary
- Good communication level in Japanese is an advantage
- Minimum experience 2 years.

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Company Description