



## PR/117349 | Accounting Assistant Manager or Manager

### Job Information

**Recruiter**

JAC Recruitment Thailand

**Job ID**

1542533

**Industry**

Automobile and Parts

**Job Type**

Permanent Full-time

**Location**

Thailand

**Salary**

Negotiable, based on experience

**Refreshed**

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### 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

Location: Amata City, Chonburi (Automotive parts) **Job Summary:**

We are seeking an experienced and proactive **Accounting Assistant Manager or Manager** to join our client team. This role will oversee accounting operations, ensure compliance, and support internal controls while managing a small team. The ideal candidate will have a strong background in manufacturing accounting and leadership experience.

**Job Responsibilities:**

- Oversee daily accounting operations and general auditing functions (outsourced).
- Develop and implement accounting process checklists (daily, weekly, monthly, quarterly, semi-annual, annual).
- Conduct internal reviews to prevent misconduct and ensure compliance.
- Coordinate with external auditors to supplement internal checks.
- Provide financial insights and support internal control initiatives.

- Supervise and develop a team of 3 accounting staff.
- Report directly to the Japanese Vice President.

**Qualifications:**

- Bachelor's degree in Accounting.
- Minimum 10 years of accounting experience in a manufacturing environment.
- Proven experience in managing accounting staff.
- CPD license required.
- Clean criminal record.

**Working Conditions:**

- Working Hours: 08:00 – 17:00 (Monday – Friday, occasional Saturdays per company calendar)
- Probation Period: 119 days
- Japanese interpreter available

**Interview Process:**

- 2 rounds of face-to-face interviews

**Compensation & Benefits:**

- Basic Salary
- Position Allowance
- Life Allowance
- Transportation Allowance
- Meal Allowance
- Perfect Attendance Bonus
- Paid Vacation
- Health Insurance
- Provident Fund

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Company Description