



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

June 10th, 2025 00:00

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

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

Company Description