



JAC Recruitment

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Thailand

PR/117523 | Accounting Manager

Job Information

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

1545363

Industry

Audit, Tax Accounting

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

June 24th, 2025 10:26

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: Bangkok

Working Day: Mon to Fri

Job Description:

- Oversee the day-to-day accounting operations, including accounts payable, accounts receivable, payroll, and general ledger management.
- Monitor, analyze and produce financial reports / statements, and forecasts to provide insights and support strategic decision-making (if any).
- Reconcile all balance sheet and income statement accounts on monthly basis. Ensure all costs incurred are properly recorded, reviewing journal entries, account balance reconciliations and report preparation.
- Financial Reporting: Oversee the preparation of monthly, quarterly, and annual financial statements in accordance with GAAP (Generally Accepted Accounting Principles) and regulatory requirements.
- Accounts Payable and Receivable: Supervise accounts payable and accounts receivable processes, including invoice processing, vendor/customer payments, and collections, to optimize cash flow and ensure timely payments/receipts.
- Budgeting and Forecasting: Lead the budgeting and forecasting process, collaborating with department heads to develop accurate and realistic budgets and forecasts, and providing financial analysis and insights to support

decision-making.

- Tax Compliance: Ensure compliance with tax regulations and reporting requirements, collaborating with tax professionals to prepare and file tax returns, and addressing any tax-related inquiries or issues.

Qualification

- Bachelor's degree in Accounting, Finance, Business Administration.
- At least 5-8 years of work experiences in Accounting and Finance.
- CPD License.
- Good communication skills in spoken and written Thai and English.
- Strong skill in Microsoft Office (Excel, Word) with skills in accounting programs.
- High accountability and responsibility.

Company Description