



PR/094502 | Chief Accountant cum Admin Manager

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1549285

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

July 8th, 2025 17:12

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 Real estate company.

Job Responsibilities

- Handle accounting and taxation duties comprehensively.
- Cash flow management.
- Monthly financial report management.
- Collaborate with accounting managers from other departments (e.g., Distribution, E-commerce).

Job Requirements

- Business-level English proficiency.
- Chief Accountant experience.
- Over 10 years of accounting experience.
- Experience in managing subsidiaries (or experience handling both accounting and general affairs at a small-scale company, with a solid understanding of company operations).
- Experience working at Japanese companies.

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Company Description