



PR/095918 | Assistant Manager (AP & Shared Service)

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1557687

Industry

Audit, Tax Accounting

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

September 23rd, 2025 04:00

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

A Marketing company with a strong local presence is seeking a meticulous Assistant Finance Manager to oversee the full sets of accounts within the company. In this role, you will managing the local AP team, as well as the overseas Shared Service team.

Responsibilities:

- Oversee the full sets of accounts.
- Ensure accuracy and timeliness of payments.
- Assist in banking and treasury matters.
- Laise with auditors.
- Assist in monthly financial closing.

Requirements:

- Minimum 5 years of relevant experience.
- Experience with managing shared service team.
- Good knowledge of FRS
- Strong communication and stakeholder management skills

Apply online or feel free to contact me directly for more information about this opportunity. Due to the high volume of applicants, we regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

Jonathan Gouw
JAC Recruitment Pte Ltd
EA License Number: 90C3026
EA Personnel: R22108517

#LI-JACSG #countrysingapore

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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Company Description