



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

### Job Information

**Recruiter**

JAC Recruitment Singapore

**Job ID**

1559829

**Industry**

Audit, Tax Accounting

**Job Type**

Permanent Full-time

**Location**

Singapore

**Salary**

Negotiable, based on experience

**Refreshed**

September 30th, 2025 10:34

### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

None

**Minimum Japanese Level**

None

**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