



インドネシアの求人なら  
JAC Recruitment Indonesia

## PR/123223 | Finance Accounting Tax Staff

### Job Information

**Recruiter**

JAC Recruitment Indonesia

**Job ID**

1559890

**Industry**

Real Estate Brokerage, Management

**Job Type**

Permanent Full-time

**Location**

Indonesia

**Salary**

Negotiable, based on experience

**Refreshed**

October 14th, 2025 06:00

### 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

**Job Description:**

- Calculate and prepare tax payments
- Estimate and track tax refunds
- Complete monthly and annual reports in finance, accounting, tax
- Manage and create a company finance, accounting, tax database neatly
- Prepare required documents for finance, tax payments and refunds
- Identify tax payments to increase profits
- Follow the latest regulations regarding finance, accounting, taxation
- Coordinate with internal and external auditors
- Make monthly/annual financial reports in accordance with accounting standards.
- Accurately bookkeeping, bank reconciliation, and fixed asset management processes.
- Coordinate with external auditors for annual audits and monitor changes in tax/accounting regulations and implement policy adjustments.
- Understanding of accounting closing, budgeting, forecasting, and cash flow management processes.
- Others assigned tasks regarding finance, accounting, tax.

**Requirements:**

- Proven experience (3~ years) as Finance, Accountant, Tax Supervisor. Preferable in real estate company
- Hold Brevet A, B, C
- Proficient in using accounting software
- Bachelor's degree in Accounting / Finance / Taxation
- Strong analytical skills and good time management
- Detailed and observant of errors
- Proficient in Microsoft Office (esp. Excel and Word), Accounting & Bookeeping
- Strong understanding of Indonesian tax regulations and accounting standards (PSAK 73/IFRS).
- Ability to work collaboratively in a team and take initiative
- Mastering Indonesian tax regulations (PPh, PPN, PPnBM, Transfer Pricing, etc.).

**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