



マレーシアの求人なら  
JAC Recruitment Malaysia

## PR/159783 | Finance Executive (Account Payable)

### Job Information

**Recruiter**

JAC Recruitment Malaysia

**Job ID**

1565984

**Industry**

Audit, Tax Accounting

**Job Type**

Permanent Full-time

**Location**

Malaysia

**Salary**

Negotiable, based on experience

**Refreshed**

December 30th, 2025 10:00

### 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 OVERVIEW

One of our clients is looking for a detail-oriented and proactive Finance Executive to join their team. The role focuses primarily on Accounts Payable (AP) functions and supports both local and overseas entities. The ideal candidate should have a solid understanding of accounting principles and a keen eye for accuracy.

#### JOB DESCRIPTIONS

- Enter financial data into SAP FI, including Accounts Receivable (AR), Accounts Payable (AP), and journal entries.
- Process payments and update records in SAP FI.
- Communicate with suppliers on payment status and resolve issues.
- Manage treasury operations and related reporting.
- Handle Letters of Credit, Bank Guarantees, and Bank Drafts.
- Prepare cash flow and balance sheet reports, supplier and bank reconciliations.

- Liaise with Group Treasury and banking partners for smooth financial operations.
- Ensure timely monthly closing and accurate records.
- Assist in annual audits and tax compliance activities.
- Maintain proper documentation and filing.
- Comply with safety, health, environmental, and energy policies.
- Adhere to business ethics, anti-corruption, and other company policies.

## JOB REQUIREMENTS

- Degree or professional qualification in Financial or Management Accounting.
- Minimum 2–3 years of experience in financial or management accounting will be an added advantage.

#LI-JACMY

#StateKL

**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.

Privacy Policy Link: <https://www.jac-recruitment.my/privacy-policy>

Terms and Conditions Link: <https://www.jac-recruitment.my/terms-of-use>

---

Company Description