



PR/123440 | Accounting Tax Assistant Manager

Job Information

Recruiter

JAC Recruitment Indonesia

Job ID

1569174

Industry

Securities

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

December 16th, 2025 10:45

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Work Relationship :

- Internal (All Divisions)
- External (Auditors, Actuary, Tax Authorities, Tax Consultant, Bank Indonesia)

Employment Status :

1 Years PKWT, next having opportunity to be permanent

Requirements:

- Bachelor's degree in accounting, tax or related field
- 5+ years experience in finance, accounting & taxation
- Extensive knowledge in reconciliation, accounts payable, accounts receivable, forecasting, SAP, etc

- Excel Proficiency
- Knowledge on accounting standard (PSAK, IFRS),
- Experience in audit or tax exposure

Working Hours:
Monday–Friday

Job Description:

Responsible to handling and support overall finance & accounting functions covering general accounting not limited to review journal, reconciliation, AP, Fixed asset, Financial Reporting (Preparation to periodic report monthly, quarterly, Annually, BSPL preparation, and variance analysis), Budgeting and forecasting (collect and analyze data from divisions), Audit Support both internal and external, handle related report to bank Indonesia or others as required.

- Assist in various audits (internal audit, external audit, tax audit)
- Maintain proper internal control
- Assist to lead stock taking activities (both fixed assets and inventory)
- Liaise with division's actual data not limited to importation

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Company Description