



PR/095546 | Accountant

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1575498

Industry

Electric Power, Gas, Water

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

March 3rd, 2026 11:01

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

COMPANY OVERVIEW

Our client is Japan manufacturing company looking for the Accountant position.

Work Location: KCN Long Duc– Dong Nai

JOB RESPONSIBILITIES

- Prepare payment documents for suppliers.
- Prepare cash collection documents.
- Prepare invoices for expenses exported to Japan.

- Perform other accounting tasks as instructed by the Chief Accountant.

JOB REQUIREMENTS

- Bachelor's degree or higher.
- Over 2 years of experience in an accounting position. (preferably in EPE companies)
- Experience using Excel/Word/PPT.
- Proficient in spoken English (or Japanese) for work purposes.

BENEFITS

- Working at Long Duc Industrial Park.
- Working days: Monday to Friday (7:45 AM - 4:30 PM, 45-minute lunch break). Saturdays, Sundays, and public holidays as off per regulations.
- Shuttle bus: 4 routes (from Hang Xanh, Thu Duc, Bien Hoa, and Ba Ria - Vung Tau).
- Have 13th month salary + 2 review bonuses per year.
- Full social insurance coverage as per regulations.
- Interview: 1 round (at the factory (preferred) or online)

#LI-JACVN

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Company Description