



PR/095566 | Accountant Staff

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1575514

Industry

Other (Manufacturing)

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

Basic

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company and Job Overview

JAC's client is a Japanese manufactures

Job Responsibilities

- Monitoring and managing AP (Accounts Payable) transactions
- Reconciling AP (Accounts Payable) and subsidiary ledgers
- Preparing commercial invoices
- Collaborating with the general accountant in internal audits for year-end audits
- Collaborating with the general accountant in preparing relevant monthly reports
- Preparing input invoice data for monthly VAT tax reporting
- General accounting operations

Job Requirements

- Graduated with a degree in finance and accounting.
- At least 1 year of experience in an Internal Accountant position

- English basic
- Proficient in MS Office; knowledge of ERP systems for accounting is an advantage.

Benefits

- Social insurance according to law
- 24H accident insurance and health insurance
- 13th month salary.
- Lunch, transportation, language, attendance, business trip, ... as company policy

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Company Description