



PR/160231 | Accounts Manager in one of the Interior Design Company

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1581822

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

March 10th, 2026 10:33

General Requirements

Minimum Experience Level

Over 6 years

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 and Job Overview

One of the interior design company is hiring Accounts Manager to oversee the company full set of accounting and finance functions. This role is responsible for ensuring accurate financial reporting, maintaining strong financial controls, and ensuring compliance with statutory and regulatory requirements.

Job Responsibilities

Oversee and maintain the full set of accounts, ensuring accuracy, completeness, and timely financial reporting.

Ensure accuracy of accounting record.

Ensure proper documentation, filing, and maintenance of financial records in accordance with company policies and audit requirements.

Monitor, manage, and update the company's cash flow forecast and financial position.

Manage taxation matters and statutory accounts, including coordination with external auditors, tax agents, and relevant authorities.

Ensure compliance with all statutory requirements, financial regulations, and corporate tax obligations.

Oversee account reconciliations and ensure the accuracy and integrity of financial data.

Prepare management reports and financial reports required by management.

Work closely with internal departments to support finance-related matters and improve financial processes.

Lead and supervise the accounting team to ensure smooth daily operations and proper internal controls.
Perform ad-hoc financial analysis and assignments as required by management.

Job Requirements

Degree in Accounting, Finance, or a related professional qualification (e.g., ACCA, CPA, or equivalent is an advantage).
Experience managing the full spectrum of accounting and finance functions at a managerial level.
Hands on experience with SAGE Accounting System is highly preferred.

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Company Description