



PR/095707 | General Accountant

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1583891

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

June 2nd, 2026 05:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

Daily Conversation

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Client of JAC is a Japanese manufacturing company seeking to recruit a GENERAL ACCOUNTANT STAFF

Key Responsibilities

- Record daily financial transactions and maintain general ledger accounts.
- Prepare monthly, quarterly, and annual financial statements.
- Reconcile bank accounts, supplier statements, and intercompany balances.
- Manage accounts payable and accounts receivable processes.
- Assist in budgeting, forecasting, and financial analysis.
- Ensure compliance with local tax regulations and support tax filings.
- Support internal and external audits by providing necessary documentation.
- Monitor and improve internal controls to safeguard company assets.
- Collaborate with other departments to provide financial insights for decision-making.

Qualifications

- Bachelor's degree in Accounting, Finance, or related field.
- Minimum 2–3 years of experience in general accounting or similar role.

- Good command of MS Excel and other Microsoft Office applications.
- Strong analytical, organizational, and problem-solving skills.
- Attention to detail and ability to work under deadlines.
- Good communication skills in English or Japanese or Chinese

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Company Description