



PR/119433 | Accountant-Flexible hour

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1586592

Industry

Retail

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

April 14th, 2026 10:39

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

Job Details

- Record accounts payable (AP) and accounts receivable (AR) documents and process receipt and payment entries. (Domestic) Adhere to accounting standards and company policies.
- Prepare purchase and sales tax reports and complete tax forms (Form 30 and Form 36) for submission within the specified timeframe.
- Prepare withholding tax reports and complete tax forms (Form 3, Form 53, Form 54) for submission within the specified timeframe.
- Reconcile outstanding purchase tax, accounts payable, and other accounts.

Qualification:

- Bachelor's degree in Accounting or related field.

- At least 1 year of experience in accounting.
- Proficient in Microsoft Office (Excel, Power Point, etc.).
- Experience with Win speed accounting software will be considered a plus

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Company Description