



PR/087490 | 経理・総務 (Accounting / Bookkeeping & General Administration) (m / f / d)

Job Information

Recruiter

JAC Recruitment Germany

Job ID

1599899

Industry

Audit, Tax Accounting

Job Type

Permanent Full-time

Location

Germany

Salary

Negotiable, based on experience

Refreshed

August 7th, 2026 13:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Fluent

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

会社概要

日系電子部品メーカーがミュンヘンにて経理・総務 (Accounting / Bookkeeping & General Administration) (m/f/d) を募集しています。

職務内容

- 日常経理業務 (仕訳、請求書処理、支払管理等)
- 月次決算補助
- 会計事務所との連携
- 総務・庶務業務全般
- 人事・労務関連サポート

応募要件

- 簿記2級～3級程度の知識
- ドイツでの経理実務経験
- 総務・管理業務にも柔軟に対応いただける方

ご応募をお待ちしております。また恐れ入りますが、応募者数が非常に多いため、選考通過者の方のみにご連絡させていただきます。

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Company Description