



PR/097315 | Accounts Executive

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1600429

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

June 30th, 2026 17:02

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

COMPANY OVERVIEW

A leading global logistics and supply chain company headquartered in Japan, this organization provides comprehensive end-to-end services including air and ocean freight forwarding, warehousing, distribution, and contract logistics. With a strong international network and operations spanning across multiple industries, it is known for delivering reliable, efficient, and technology-driven solutions while supporting global trade and supply chain optimisation for its clients.

JOB RESPONSIBILITIES

Join a stable multinational company with strong global presence in the logistics industry. This role offers the opportunity to gain regional exposure by handling inter-company transactions across multiple countries within a structured shared services environment.

- Handle inter-company AR & AP transactions across overseas entities

- Perform reconciliation, netting, settlement, and clearance
- Prepare AR statements and manage aging reports
- Follow up on outstanding balances, enquiries, and discrepancies
- Process netting declarations, SAP clearance, and bank transactions
- Retrieve invoices and coordinate with overseas offices
- Support audit schedules and reporting requirements
- Maintain accurate documentation and proper record-keeping

JOB REQUIREMENTS

- Diploma in Accountancy, Finance, or related field
- Minimum 3 years of AR/AP experience
- Hands-on experience in inter-company transactions / reconciliation
- Familiar with SAP and Excel
- Exposure to shared services environment is a plus
- Experience in logistics / freight forwarding is advantageous
- Detail-oriented, organised, and able to meet reporting deadlines
- Comfortable liaising with regional / overseas stakeholders

Working Location: Singapore

Ng Siew Thien (R22107842)

JAC Recruitment Pte. Ltd. (90C3026)

#LI-JACSG

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Company Description