



PR/120092 | Accounting Assistant Manager

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1603139

Industry

Retail

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

August 18th, 2026 13:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Basic

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Position: Accounting Asst Manager

Location: BKK

Business: Trading

Working hour: Monday – Friday, 08.30 AM – 17.30 PM

JOB RESPONSIBILITIES

All accounting and finance functions including monthly closing, AR, AP, cash flow, taxation, reporting and forecasting.

Execution and coordination of accounting closing activities.

Prepare month-end and analysis of closing reporting, and account reconciliation.

Daily monitoring of accounting activities.

Prepare budgeting, monthly forecast of P/L.

Prepare statutorily financial statement and work closely with auditors and external parties on financial and accounting issues.

JOB REQUIREMENTS

Bachelor's degree in accounting, CPD is preferred.

Experience as an Accounting Manager, handling over all accounting and finance function, background in a manufacturing company especially in Japanese Manufacturing environment.

Proficient in Excel program and good understanding of the accounting standard software and ERP is highly desirable.

Must have fluent in English, both verbal and written.

Good interpersonal skills and can work under pressure, Dynamic person, high responsibilities and working ability to meet the deadline, prefer to work with Japanese Company.

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Company Description