

PR/160100 | Junior Accountant

Job Information

Recruiter
JAC Recruitment Malaysia

Job ID
1609328

Industry
Audit, Tax Accounting

Job Type
Permanent Full-time

Location
Australia

Salary
Negotiable, based on experience

Refreshed
November 17th, 2026 17:00

General Requirements

Minimum Experience Level
Over 1 year

Career Level
Mid Career

Minimum English Level
Native Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

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- Communicate with clients, mainly Mandarin-speaking in order to gather necessary company information.
- Review and analyse financial records such as bank statements and financial reports.
- Assist in identifying, safeguarding, and recovering company assets.
- Support clients in completing required statutory documents.
- Prepare comprehensive reports for creditors.
- Assist in bringing assigned cases to completion.

Job Qualification

- Bachelor's degree in Accounting with at least 1 year of relevant work experience
- Fluent in both English and Mandarin.
- Highly organized, detail-oriented, and able to work independently in a work-from-home environment.
- Strong ability to review and analyse financial records such as bank statements and financial statements.
  #LI-JACMY
  #countrymalaysia

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Company Description