



JAC Recruitment

マレーシアの求人なら
JAC Recruitment Malaysia

PR/160997 | AR Specialist

Job Information

Recruiter

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Job ID

1609354

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

September 8th, 2026 04:00

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Native

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Key Responsibilities

- Manage daily Accounts Receivable activities, including collections, invoice processing, and cash allocation.
- Monitor and follow up on overdue accounts, resolving queries and discrepancies promptly.
- Handle inbound and outbound customer communications related to payments and collections.
- Build strong relationships with internal and external stakeholders to ensure effective issue resolution.
- Support month-end closing activities and prepare AR-related reports.
- Ensure compliance with company policies and assist with ad hoc tasks as required.

Requirements

- Bachelor's Degree in Finance, Business Administration, Accounting, or related field.

- Experience in Accounts Receivable or Credit Control is an added advantage.
- Proficient in Microsoft Excel; SAP knowledge is a plus.

#LI-JACMY
#countrymalaysia

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Company Description