



PR/120295 | Accounting Supervisor

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1609979

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

September 1st, 2026 12:23

General Requirements

Minimum Experience Level

Over 6 years

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

Accounting Supervisor

The Company is a Japanese multinational company and is currently seeking an experienced candidate to join as an Accounting Supervisor. This position will be responsible for managing accounting functions, financial reporting, taxation, and cost accounting activities while ensuring compliance with relevant regulations and company policies.

Location: Bangkok

Working Hours: Monday - Friday, 8:30 AM - 5:30 PM

Key Responsibilities

- Lead and oversee month-end, quarter-end, and year-end closing activities, ensuring financial statements are accurate and comply with accounting standards, tax regulations, and statutory requirements.
- Manage project and construction cost accounting processes, including revenue recognition, journal entry adjustments, and General Ledger (GL) account reconciliation.
- Prepare and review Trial Balance reports, fixed asset accounts, and bank reconciliations to ensure the integrity and completeness of financial records.
- Monitor and control petty cash transactions in accordance with company policies and internal controls.
- Review withholding tax and VAT transactions, ensuring accurate calculations and timely filing with relevant authorities.
- Examine tax returns and supporting tax documentation to ensure compliance with tax laws and regulatory requirements.
- Verify accounting documents and supporting records, including invoices, receipts, payment vouchers, and other accounting-related documentation.
- Process and record banking transactions through online banking platforms and maintain proper supporting records.
- Support continuous improvement of accounting procedures and internal control systems to enhance operational efficiency.

Qualifications

- Bachelor's Degree in Accounting or a related field.
- Minimum 8 years of experience in Accounting and Finance functions.
- At least 5 years of accounting experience within the construction industry.
- Hands-on experience in Accounts Payable (AP), Accounts Receivable (AR), Cost Accounting, Treasury/Banking, or Audit.
- Strong knowledge of accounting standards, taxation, and relevant regulations.
- Proven leadership skills with experience managing and developing accounting teams.
- Good interpersonal skills, positive attitude, and high level of integrity.
- Proficient in accounting software and ERP systems.
- Good command of English, both written and spoken.

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Company Description