



JAC Recruitment

マレーシアの求人なら
JAC Recruitment Malaysia

PR/161056 | Senior Accounts Executive

Job Information

Recruiter

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Job ID

1611314

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

September 8th, 2026 10:30

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company Overview

- Established in 2000, focus on reputable construction and steel fabrication company specializing in the design, fabrication, and installation of structural steel solutions for industrial and commercial projects. Our core expertise includes factory steel structures, steel doors and gates, handrails, gratings, and other customized steel works.

Key Responsibilities

- Handle full set of accounts and monthly financial reporting.
Manage Accounts Payable, Accounts Receivable, General Ledger, and reconciliations.

- Monitor project costs, subcontractor payments, and project-related accounting activities.
- Ensure compliance with accounting standards, tax requirements, and internal controls.
- Support the implementation of a new accounting/ERP system, including process improvement, data migration, and user testing.
- Liaise with auditors, tax agents, and other external parties.
- Perform any other ad hoc duties and responsibilities as assigned by management from time to time.

Requirements

- Degree in Accounting, Finance, or related field.
- Minimum 5 years of accounting experience, preferably in construction, engineering, property development, or project-based industries.
- Experience handling full set accounts and financial reporting.
- Exposure to accounting system migration, ERP implementation, or process improvement projects.
- Strong knowledge of accounting principles and Microsoft Excel.
- Able to work independently, manage multiple priorities, and perform well under pressure.
- Proactive, adaptable, and comfortable working in a changing environment.

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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Company Description