



マレーシアの求人なら
JAC Recruitment Malaysia

PR/161107 | ACCOUNTS SENIOR EXECUTIVE

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1614213

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

September 22nd, 2026 10:37

General Requirements

Minimum Experience Level

Over 3 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

Company Overview

Our client is a well-established manufacturing company in Pasir Gudang, Johor.

Key Responsibilities

- Manage the full spectrum of accounting functions, including accounts payable, accounts receivable, invoicing, payment processing, bank reconciliation, and general ledger activities.
- Prepare accurate and timely monthly financial reports and assist in financial analysis.
- Support month-end and year-end closing activities to ensure compliance with accounting standards and company policies.
- Assist in audit and tax matters by coordinating with external auditors, tax agents, and relevant authorities.
- Ensure compliance with statutory requirements and reporting obligations.
- Monitor cash flow transactions and support financial planning activities.

- Maintain proper accounting documentation and records for audit and internal control purposes.
- Perform other finance and accounting-related duties as assigned by superior.

Job Requirements

- Bachelor's Degree, or Professional Qualification in Accounting, Finance, or related field.
- Minimum 2-3 years of relevant working experience in accounting or finance.
- Knowledge of full set of accounts, accounting principles, financial reporting, and statutory compliance.
- Proficient in Microsoft Office and accounting software systems (SAP).
- Strong analytical skills, attention to detail, able to meet the time schedule and ability to work independently.
- Good communication and interpersonal skills.

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Company Description