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JAC Recruitment Thailand

PR/120419 | Accounting Assistant Manager

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1614250

Industry

Chemical, Raw Materials

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

September 22nd, 2026 10:42

General Requirements

Minimum Experience Level

Over 10 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

Accounting Assistant Manager

A well-established manufacturing company is seeking an experienced **Accounting Assistant Manager** to oversee accounting operations, financial reporting, taxation, budgeting, and compliance functions. This role will be responsible for ensuring accurate financial records, regulatory compliance, and leading the accounting team to support business objectives.

Location: Bang Pa-in, Ayutthaya

Working Hours: Monday - Friday

Key Responsibilities

- **Oversee and manage overall accounting operations**, including Accounts Payable (AP), Accounts Receivable (AR), General Ledger (GL), payments, receipts, and accounting transactions.
- **Review and control fixed assets, inventory, taxation, and account reconciliation processes** to ensure accuracy and compliance with company policies.

- **Lead month-end and year-end closing activities**, ensuring timely and accurate financial reporting in accordance with accounting standards and statutory requirements.
- **Prepare and monitor annual budgets, cash flow forecasts, and financial performance reports**, including variance analysis against budget.
- **Ensure compliance with accounting standards, tax regulations, and internal control procedures** while maintaining effective governance and risk management practices.
- **Review and supervise taxation matters**, including VAT, withholding tax, corporate income tax, and other related tax filings.
- **Coordinate with auditors, government authorities, banks, and other external parties** on financial and accounting matters.
- **Provide financial reports, analysis, and recommendations to management** to support business planning and decision-making.
- **Lead, coach, and develop the accounting team**, ensuring effective performance management and continuous professional development.
- **Drive continuous improvement initiatives** to enhance accounting processes, internal controls, and operational efficiency.

Qualifications

- Bachelor's Degree or higher in **Accounting**.
- **CPA certification** or equivalent professional accounting qualification is required.
- Minimum **12 years of experience in Accounting and Finance functions**.
- Strong knowledge of **accounting standards, financial reporting, taxation, budgeting, and internal controls**.
- Experience managing **full-cycle accounting operations**, including AP, AR, GL, fixed assets, inventory, and financial closing.
- Proven leadership experience with the ability to manage and develop accounting teams.
- Proficient in **Microsoft Office Applications** and **SAP ERP System**.
- Strong analytical, communication, and stakeholder management skills.
- Ability to work independently and effectively under pressure.
- **Good command of English**, both written and spoken.

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