

PR/161141 | Assistant Manager / Manager Account (Japanese outsourcing accounting firm)

Job Information

Recruiter
JAC Recruitment Malaysia

Job ID
1614553

Industry
Audit, Tax Accounting

Job Type
Permanent Full-time

Location
Malaysia

Salary
Negotiable, based on experience

Refreshed
November 24th, 2026 16:00

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

Job Description:-

- Oversee and manage the full spectrum of accounting and financial reporting functions, including monthly, quarterly, and annual closing.
- Review bookkeeping records, consolidation reporting packages, and management reports prepared by the team.
- Oversee and manage tax compliance matters, including review of Sales and Services Tax (SST), Withholding Tax (WHT), corporate tax computations, and deferred tax calculations.
- Main point of contact for financial statements and liaise with auditors, tax agents and company secretaries to ensure to comply with the annual statutory returns.
- Manage, coach, and provide guidance to team members, including reviewing work quality, providing technical

guidance, and conducting performance reviews.

- Stay updated on the industry trends and regulations aAecting accounting practices.
- Support management in budgeting, forecasting, and strategic initiatives.
- Perform other ad-hoc assignments as required by management.

Requirements:-

- Bachelor's degree or diploma in Accounting, Finance or a related field
- Professional qualifications (e.g. ACCA, MIA, CPA or other equivalent)
- 5 years relevant working experience in accounting, outsourced accounting, proven record of leadership or managing subordinates.
- Hands-on experience in preparing full sets account under MFRS / MPERS
- Proficiency in MS OAice applications, particular Excel, and familiarity with accounting software such as QuickBook, SQL, Xero, MultiBook and SAP
- Strong communication, presentation and interpersonal abilities to eAectively collaborate within the team and various clients
- Self-motivated individuals who can work independently and thrive in a fast-paced environment.
- Excellent time-management, analytical, and organizational skills to juggle multiple responsibilities.
- Can speak Japanese will be an advantage

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.

Privacy Policy Link: https://www.jac-recruitment.my/privacy-policy
Terms and Conditions Link: https://www.jac-recruitment.my/terms-of-use

Company Description