



PR/124073 | Finance Accounting Tax Manager

Job Information

Recruiter

JAC Recruitment Indonesia

Job ID

1614574

Industry

Other

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

September 29th, 2026 10:34

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

Qualification:

- Min Experience as Finance & Accounting Manager 10 year, Holding Brevet Tax certificate, Having Accounting Certification (CA, CMA) is desirable, Demonstrate experience in Accounting Software, Proven ability in managerial skills
 - Experience in Japanese Company
 - Good English: communication, read and written
 - Report to Japanese Director
 - Handle 7 subordinate
 - Education: Accounting, Finance, Tax, Business Management
- Excellent Accounting background and understanding of Indonesian Accounting Standards (PSAK).
- Familiar with International Financial Reporting Standard (IFRS)
- Excellent knowledge of forecasting, budgeting and cost controlling
- Knowledge of Standard Operating Procedure (SOP)
- Thorough knowledge of Accounting process and concepts
- Detail oriented and good analytical thinking

- Strong knowledge of Microsoft Office
- Good communication skill both in English and Bahasa.
- Strong ability in leadership, project management, coaching and organizational skills.

Job Scope Details:

Account Receivable

- Set objectives for the accounts receivable team that align with the accounting department's goals
- Ensure high-quality invoicing and collection procedures that comply with the law
- Resolve any issues related to Dealers
- Check and Review Credit Limit based on Procedures.
- Discuss and getting confirmation from Sales Division or other related Division related to AR issues
- Create/Update Policies & Procedure
- Review and give considerations on Credit Limit calculation & changes
- Coordination with related divisions for bad debt resolution and countermeasures
- Review and give considerations on Credit Limit calculation & changes

Account Payable

- Approve invoices along with all required supporting documents (VAT receipt, WHT amount, etc)
- Prepare and present analytical reports

Audit, Reporting & General Accounting

- Set objective & action plan for Accounting team that align with the management's goals
- Prepare monthly, quarterly, annual and ad-hoc forecasting reports
- Ensure high-quality procedures that comply with the law
- Ensure all team members follow the accounting principles
- Lead monthly, quarterly and annual closings
- Manage balance sheets and profit/loss statements
- Audit financial transactions and documents
- Comply with financial policies and regulations and make updates based on regulation
- Prepare Monthly Financial Report
- Check and Review Trial Balance to ensure all entries are done appropriately.
- Compute taxes and prepare tax returns
- Coordinate Audit financial transactions and documents
- Comply with financial policies and regulations
- Prepare Monthly Financial Reporting and Analysis
- Annual CIT report
- Prepare Transfer Pricing Data & Information
- Prepare Forecast and Analysis for BS PL
- Follow up Internal Control and countermeasures
- Liaise with Financial Auditors
- Confirm Consolidation Package Report to YCJ including analysis
- Conduct trainings for Accounting Team and All Division Heads for PSAK (71, 72, 73) including Omnibus Law impact to company.

Tax & related matter

- Find tax solutions to complicated tax issues or errors from incorrect tax filings
- Make sure that internal divisions know and understand related tax regulations
- Advise management about the impact of tax liabilities and corporate strategies or new tax laws
- Coordinate outsourced tax preparation work
- Accurately prepare quarterly and annual tax reports
- Liaise with internal and external parties (consultants for tax, actuary, tax government)
- Ensuring accurate OJK/BI Reports and related reports as requested.

Cashflow Management

- Calculate and forecast collections and expenditures to ensure adequate cash in the company.
- Maintain banking relationship for opportunities to improve cash and/or be up-to-date on current market regulation or changes.

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Company Description