

PR/096400 | Senior Accountant / Assistant Manager

Job Information

Recruiter
JAC Recruitment Vietnam Co., Ltd

Job ID
1623375

Industry
Audit, Tax Accounting

Job Type
Permanent Full-time

Location
Vietnam

Salary
Negotiable, based on experience

Refreshed
November 17th, 2026 10:28

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 And Job Overview
JAC's client, a consulting and advisory company in Vietnam, is looking for a Senior Accountant / Assistant Manager position.
Working hours: 8AM - 5PM, Monday – Friday

Job Overview

This position is responsible for supervising junior staff who directly prepare accounting, tax, payroll, and financial reports for review. The role reports directly to Managers and serves as a key contact point for clients on accounting and tax-related matters.

Job Responsibilities

- Manage progress of jobs, tasks assigned to juniors, and client deadlines. Perform detailed review of client accounting and tax reports as prepared by juniors:
- Review accounting entries input in accounting software;

- Review monthly accounting reports;
- Review monthly payrolls and other liability according to payroll such as SIHIUI;
- Review tax calculations and declarations, including VAT, PIT, CIT and FCT;
- Communicate with clients during daily work, understand clients' situations and give advice to clients' operation issues.
- Work with clients' auditors and tax officers when needed.
- Assist in spot services such as tax review, tax inspection support, tax due diligence for M&A projects, and transfer pricing advisory and compliance services.
- Maintain effective communication with clients and internal stakeholders.
- Other tasks assigned by senior management.

Requirements

- Bachelor degree in accounting, auditing, finance, banking, commerce. CPA (or equivalent) qualifications (completed or pursuing) is an advantage.
- 3-6 years experience in accounting, auditing, tax consulting. Experience in Big 4 auditing firms is an advantage.
- Good tax knowledge and practical experience.
- Good English skills (communication and reporting).
- Communication skills.
- Analytical, problem solving skills.

Interested applicants, click APPLY NOW
#LI-JACVN

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