



シンガポールの求人なら  
JAC Recruitment Singapore

## PR/095569 | Accounts Executive, General Ledger

### 募集職種

#### 人材紹介会社

ジェイ エイ シー リクルートメント シンガポール

#### 求人ID

1548853

#### 業種

その他（メーカー）

#### 雇用形態

正社員

#### 勤務地

シンガポール

#### 給与

経験考慮の上、応相談

#### 更新日

2025年08月05日 05:00

### 応募必要条件

#### 職務経験

3年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

ビジネス会話レベル

#### 日本語レベル

ビジネス会話レベル

#### 最終学歴

短大卒：準学士号

#### 現在のビザ

日本での就労許可は必要ありません

### 募集要項

Job Title: Accounts Executive, General Ledger

Location: Singapore

Your New Company

My client is a globally recognized leader in advanced engineering and manufacturing, with a legacy spanning over a century. Operating across sectors such as aerospace, energy systems, and industrial infrastructure, the organization is known for its precision, innovation, and commitment to sustainability. With a strong presence in both domestic and international markets, the client plays a pivotal role in delivering complex, high-impact solutions that support critical industries and drive technological progress.

Your New Role

- Support the maintenance of general ledger, monthly financial closing, and audit/investigation processes for the client and its affiliated entities.

- Assist in managing daily accounting and finance operations, including account settlement, tax filing, reporting, and ledger reconciliation.
- Handle accounting matters for a designated business unit and provide support to Accounting Managers during closing and audit cycles.
- Respond to user enquiries and change requests related to the electronic approval system.
- Provide administrative and clerical support across finance functions, ensuring timely and accurate execution.
- Perform ad-hoc tasks, respond to time-sensitive requests from managers, and cover duties of other finance staff during their absence.
- Take on additional supporting roles as assigned to ensure smooth financial operations.

#### Key Qualifications for Success

- Diploma and/or Degree in Accounting, Finance, or equivalent.
- Minimum 3 years of relevant working experience.
- Strong knowledge of accounting, general ledger, and bookkeeping practices.
- Proficient in Microsoft Office, especially Excel (including VLOOKUP and Pivot Tables).
- Experience with SAP is an advantage.
- Meticulous with strong attention to detail.
- Good time management and organizational skills.
- Able to work independently and collaboratively within a team.
- Strong communication skills; able to engage effectively with stakeholders at all levels.
- Open to Singapore Citizens and Permanent Residents only.

#### Ready to Take the Next Step?

Interested applicants, please click **APPLY NOW** or send a copy of your updated CV to [bryan.ashwin@jac-recruitment.com](mailto:bryan.ashwin@jac-recruitment.com) for a confidential chat.

Do note that we will only be in touch if your application is shortlisted.

Bryan Ashwin  
JAC Recruitment Pte Ltd  
EA License Number: 90C3026  
EA Personnel: R24122938

#LI-JACSG  
#countrysingapore

**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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Terms and Conditions Link: <https://www.jac-recruitment.sg/terms-of-use>

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会社説明