



JAC Recruitment

We are recruitment specialists around the globe

Vietnam

**PR/094968 | ACCOUNTING EXECUTIVE****募集職種****人材紹介会社**

JAC Recruitment Vietnam Co., Ltd

求人ID

1549578

業種

不動産仲介・管理

雇用形態

正社員

勤務地

ベトナム

給与

経験考慮の上、応相談

更新日

2025年07月08日 17:17

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**Company and Job Overview**

Our client is a Real Estate firm

Job Responsibilities

- Coordinate with vendors regarding billing and VAT invoices
- Monitor tenant collections and manage deposits
- Process various payments, including tax payments
- Organize and submit accounting documents for bookkeeping
- Maintain both electronic and physical accounting files
- Act as a liaison with internal departments and external agencies
- Assist with tax report and audit processes
- Review financial statements and prepare audit reports

Job Requirements

- Having Bachelor's degree in Accounting or Finance
- Having ACCA/CPA Certification is a definite advantage
- Having 2-3 years of relevant accounting experience, ideally within the real estate sector
- Having excellent communication skills in both English and Vietnamese
- Having strong interpersonal abilities and meticulous attention to detail
- Having the capacity to work independently and with a high degree of responsibility

#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.

Privacy Policy Link: <https://www.jac-recruitment.vn/privacy-policy>

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

会社説明