



## PR/095706 | Finance Executive

### 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

1553920

#### 業種

監査・税理士法人

#### 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09月30日 04:00

### 応募必要条件

#### キャリアレベル

中途経験者レベル

#### 英語レベル

無し

#### 日本語レベル

無し

#### 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: Finance Executive

Location: Singapore

Your New Company

My client is a global biopharmaceutical company with a long-standing mission to improve health outcomes worldwide. For over three decades, they've been at the forefront of developing innovative treatments for serious diseases including HIV, viral hepatitis, cancer, and more recently, COVID-19. With a strong focus on scientific advancement and global access, they are committed to making a meaningful impact on patients' lives.

The company fosters a collaborative and inclusive culture, empowering its people to lead, grow, and innovate. This role is part of their global finance team based in Singapore, supporting global operations through high-impact financial services in a fast-paced, purpose-driven environment.

Your New Role

- Support daily accounts payable and receivable activities for China and other APAC markets

- Handle vendor onboarding, PO setup, invoice processing, expense claims, and payments
- Manage customer account setup, credit checks, collections, and sales order processing
- Assist with month-end closing, reporting, and compliance with internal controls and GAAP
- Respond to audit queries and support internal/external audit processes
- Contribute to process improvements and KPI tracking
- Collaborate with cross-functional teams and support training initiatives
- Remain flexible to evolving business needs, including potential job rotations
- Perform other ad hoc tasks as assigned

#### Key Qualifications for Success

- Open to fresh graduates; experience in financial shared services is a plus
- Fluent in both English and Chinese (spoken and written) to liaise with regional counterparts
- Diploma in Accounting, Finance, or Business preferred
- Professional certifications (e.g., ACA, ACCA, CPA) are an advantage
- Solid understanding of accounting principles
- Familiarity with SOX compliance and working with auditors is a plus
- Experience with SAP or similar ERP systems preferred
- Proficient in Microsoft Excel, Outlook, and Word
- Strong communication and interpersonal skills
- Able to manage multiple tasks, meet deadlines, and work well under pressure
- Team-oriented, self-motivated, and detail-focused

#### 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.

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

---

会社説明