



PR/159470 | Accounts 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 マレーシア

求人ID

1556262

業種

その他（メーカー）

雇用形態

正社員

勤務地

マレーシア

給与

経験考慮の上、応相談

更新日

2025年08月26日 10:20

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 Overview

Our client is an established manufacturing company in Tampoi, Johor Bahru.

Key Responsibilities

- Prepare Monthly Closing – Preparation of GL Journals, update to SAP system.
- Balance Sheet update and follow-up for Prepayment, Accruals, Suspense Payment, Surprise Receipt.
- Perform daily Cash Flow update & monthly Bank Reconciliation.
- Inventory control on stock item master control / registration / costing run / stock-take variance confirmation and non-moving stock, journal entry on quarterly basis, production master half-yearly update and analysis
- Prepare financial reporting and management reports.
- Prepare and compile the Budget meeting material after month end closing.

Liaise with Company Secretary, External or Internal Auditors and Bankers query and correspondences.

Key Requirements

- Diploma or Degree in Accounting or any other related field.
- Minimum 2 years and above in Manufacturing Accounting.

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.my/privacy-policy>

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

会社説明