

タイの求人なら JAC Recruitment Thailand

PR/117606 | Senior Accountant

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 タイランド

求人ID

1558992

業種

化学・素材

雇用形態

正社員

勤務地

タイ

給与

経験考慮の上、応相談

更新日

2025年11月18日 14:00

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 Description

Supporting Financial Manager & upper level in the area of AR, AP, Withholding Tax, VAT filing, Costing, fixed asset registration and depreciation, GL & month end closing and other works as assigned.

Key job duties/results areas descriptions:

Finance & Accounting Management Task:

- · Responsible for treasury supporting.
- Responsible for processing payments, including issuing checks and performing SMART transfers for vendors billing
 including staff claims for payment recording upon receiving approval from the Financial Accounting (FA) Manager &
 checking supporting documents.
- Ensure all bank statements are accurately maintained, organized, and filed for easy reference and audit purposes and month-end reconciliation all bank accounts to ensure accurate financial reporting.
- Process withholding tax whenever it is applicable, issuing WHT certificate attached with the relevant payment for

signature.

• In charge for WHT and VAT report & filing on monthly basis.

Responsible for AR, Billing & collection Task:

- · Handle the preparation of all required customer billing documents, ensuring accuracy and timeliness.
- Confirm payment schedules with customers, coordinating with the messenger team for collections to secure timely payments.
- Immediately inform the FA Manager of any issues or delays in the billing or collection process to ensure proactive problem resolution.
- Ensure that all received customer payments are accurately recorded in the GSE system, maintaining up-to-date and accurate accounts receivable data.
- Month-end reconciliation by assisting in reconciling AR monthly to ensure accurate financial reporting.

Others Task:

- Coordination on Non-PO Invoices: Collaborate with relevant teams to verify and follow up on all non-PO (Purchase Order) invoices to ensure they are recorded within the correct accounting month.
- · Month-end reconciliation by assisting in reconciling non-PO payables monthly to ensure accurate financial reporting.
- · other works as assigned.

Qualification

- Bachelor's degree in BA, Major in Accounting
- 3-5 years experiences in accounting, area of AP, AR, VAT & WHT filing, Costing
- SAP system is preferable
- · Fluent conversational English is required
- Proficiency in accounting software, ERP systems, and Microsoft Office Suite, particularly Excel.
- Understand the Revenue Code for Withholding and VAT

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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会社説明