



PR/118142 | Thailand 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

1559061

業種

石油・エネルギー

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10月07日 09:01

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

RESPONSIBILITIES

Accounts Payable

- Receive Supplier Invoices from Warehouse team or supplier
- Seek approval from Operation manager
- Apply accounting codes
- Post Supplier Invoices to System

Accounts Receivable:

- Receive tickets and other pre-invoice documents from team
- Check Service/job Ticket Information etc.

- Prepare Customer Invoices
- Apply accounting codes

Banks and Petty Cash

- Prepare Bank reconciliation on Weekly, Monthly and on yearly basis
- Prepare and release payments
- Seek approval from appropriate authority for release of fund

Intercompany:

- Prepare/Receive Intercompany Invoices.
- Dispatch Intercompany Invoices.
- Receive Intercompany Invoices.
- Seek approval for Intercompany Invoices.

#LI-JACTH

#citybangkok

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会社説明