



PR/095173 | Accountant Manager

募集職種

人材紹介会社

JAC Recruitment Vietnam Co., Ltd

求人ID

1559158

業種

レストラン・フードサービス

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09月23日 10:44

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

Company and Job Overview

Our client is a Japanese company about the food wholesalers

Job Responsibilities

Daily Tasks

- Report daily figures: cash flow, receivable, cost of sales, expenses.
- Plan cash flow, supplier payments, samples, and inventory.
- Review and sign off on payment requests, purchase orders, import/ export expenses, accounting vouchers, product registration, contracts, and customer info.
- Prepare monthly reports and tax declarations.
- Check attendance and salary calculations; submit for approval.
- Verify journal entries by accounting staff.
- Manage access permissions for shared reports on Google Drive.

Ad - hoc/ Situational Tasks

- Train new staff in accounting, import/export, and production.
- Organize meetings to resolve issues: debt collection, planning, near - expiry inventory.
- Coordinate audits and tax finalizations.
- Handle inspections from authorities and customers.
- Participate in recruitment screening and interviews.
- Address interdepartmental complaints; support HR in planning company events.

Job Requirements

- Having from 5 years as Chief Accountant.
- Having professional English proficiency (TOEIC 700 or IELTS 6.0); able to communicate with Japanese President.
- Minimum 3 years of managerial experience (team of 5+).
- Prefer having experience in wholesale (especially food) or logistics.
- Prefer having background in audit firms or accounting offices.
- Prefer having high curiosity and willingness to take on challenges.
- Prefer having mindset for corporate revitalization.

#LI-JACVN

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会社説明