



## PR/159595 | 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 マレーシア

#### 求人ID

1559955

#### 業種

銀行・信託銀行・信用金庫

#### 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09月30日 10:47

### 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 OVERVIEW

One of our clients is seeking a detail-oriented and proactive Finance Executive to join our team. The ideal candidate will have a strong foundation in accounting principles and will primarily focus on Accounts Payable (AP) functions, supporting both local and overseas entities. Fresh graduates with relevant academic backgrounds are encouraged to apply.

#### JOB RESPONSIBILITIES

- Handle full set of accounts, including General Ledger (GL), Accounts Payable (AP), and Accounts Receivable (AR).
- Focus on Accounts Payable (AP) processes
- Manage vendor invoices and payments for local and overseas entities.
- Ensure timely and accurate processing of AP transactions.
- Reconcile AP accounts and resolve discrepancies.
- Assist in month-end and year-end closing activities.
- Support audit and tax filing processes as required.
- Perform ad hoc tasks or assignments as directed by management.
- Collaborate with internal departments and external stakeholders to ensure smooth financial operations.

#### JOB REQUIREMENTS

- Minimum bachelor's degree in accounting or related field.
- 1–2 years of experience in accounting or finance. Fresh graduates are welcome to apply.
- Strong attention to detail and analytical skills.
- Effective communication skills in English and Mandarin.
- Ability to work independently and as part of a team in a fast-paced environment.

#LI-JACMY

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会社説明