



## PR/123223 | Finance Accounting Tax Staff

### 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インドネシア

#### 求人ID

1562528

#### 業種

不動産仲介・管理

#### 雇用形態

正社員

#### 勤務地

インドネシア

#### 給与

経験考慮の上、応相談

#### 更新日

2025年10月21日 10:32

### 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:

- Calculate and prepare tax payments
- Estimate and track tax refunds
- Complete monthly and annual reports in finance, accounting, tax
- Manage and create a company finance, accounting, tax database neatly
- Prepare required documents for finance, tax payments and refunds
- Identify tax payments to increase profits
- Follow the latest regulations regarding finance, accounting, taxation
- Coordinate with internal and external auditors
- Make monthly/annual financial reports in accordance with accounting standards.
- Accurately bookkeeping, bank reconciliation, and fixed asset management processes.
- Coordinate with external auditors for annual audits and monitor changes in tax/accounting regulations and implement policy adjustments.
- Understanding of accounting closing, budgeting, forecasting, and cash flow management processes.
- Others assigned tasks regarding finance, accounting, tax.

#### Requirements:

- Proven experience (3~ years) as Finance, Accountant, Tax Supervisor. Preferable in real estate company
- Hold Brevet A, B, C
- Proficient in using accounting software
- Bachelor's degree in Accounting / Finance / Taxation
- Strong analytical skills and good time management
- Detailed and observant of errors
- Proficient in Microsoft Office (esp. Excel and Word), Accounting & Bookeeping
- Strong understanding of Indonesian tax regulations and accounting standards (PSAK 73/IFRS).
- Ability to work collaboratively in a team and take initiative
- Mastering Indonesian tax regulations (PPH, PPN, PPnBM, Transfer Pricing, etc.).

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会社説明