



PR/123481 | Accounting 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

1572309

業種

土木

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

2026年05月05日 16:00

応募必要条件

職務経験

1年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

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

OVERVIEW

Our client, a Japanese construction company looking for Accounting role. Accounting role plays a critical role in supporting accounting support in the office operations.

JOB RESPONSIBILITIES

- Organize and manage accounting vouchers and ensure proper documentation flow
- File and maintain supporting financial documents
- Perform Account Payable (AP) and Account Receivable (AR) data entry

- Assist the accounting team with monthly closing activities

JOB REQUIREMENTS

- Min. Bachelor's degree in Accounting or Finance
- Fresh graduates are welcome to apply

- Able to use excel

- Experienced using Myob system would be a plus
- Able to speak English

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会社説明