



PR/159999 | Accounts Assistant

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

1572781

業種

監査・税理士法人

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

2026年03月17日 10:01

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

ネイティブ

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 Responsibilities

- Handle full or partial sets of accounts (monthly, quarterly and yearly) for the portfolio of clients
- Ensure accurate recording of accounting transactions and analyse financial information to prepare meaningful management accounts and supporting schedule
- Prepare financial statements and ensure compliance of accounting standards
- Responsible for full spectrum of payroll functions in relation to the portfolio of clients
- Establish good client relationships through positive interactions with the client's team
- Involve in any other ad hoc duties as assigned

Job Requirements

- Responsible for managing client bookkeeping and preparing a full set of accounts.

#LI-JACMY
#countrymalaysia

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会社説明