



CR/119408 | Accounting Support Officer (JLPT N3 or Above)

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タイランド

求人ID

1585949

業種

ビジネスコンサルティング

雇用形態

契約

勤務地

タイ

給与

経験考慮の上、応相談

更新日

2026年06月02日 11:00

応募必要条件

職務経験

6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

ビジネス会話レベル

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:

Project Accounting

- Review and settle quarterly financial reports for assigned projects, including fund disbursement for subsequent periods and supporting mid-year and year-end closing activities.
- Deliver accounting briefings and guidance to newly assigned project or office staff.
- Respond to accounting-related inquiries from project finance teams.
- Provide on-site accounting support to project offices within Bangkok, including occasional outside assignments (2–3 times per quarter).

Office Accounting & Support

- Handle general office accounting tasks and provide related administrative support.
- Perform other duties as assigned by the Chief Representative and office staff.

Qualification:

- Good communication skill with both English and Japanese (JLPT N3 or Above)
- Minimum of 5 years' experience in accounting or in an accounting-related support role.

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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会社説明