



PR/119457 | Accounting & Finance Staff (AR)

#### 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

1586608

業種

銀行・信託銀行・信用金庫

雇用形態

正社員

勤務地

タイ

給与

経験考慮の上、応相談

更新日

2026年05月26日 07:00

#### 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

Accounting & Finance Staff (AR)

Location : Bangkok

Salary : 20,000 THB

#### Qualifications

- Bachelor's degree or higher in Accounting or a related field
- Minimum 1 year of experience in accounting
- Proficient in both written and spoken English

- Skilled in Microsoft Office applications (Word, Excel, PowerPoint, etc.)
- Strong coordination and interpersonal abilities
- Good problem-solving and negotiation skills
- Able to work effectively under tight deadlines and pressure
- Experience with SAP is a plus

#### Job Description

- Prepare and issue receipts and tax invoices to customers (DRC, DRF, DRN, DRA, DRM)
- Manage cheque dispatch and coordinate bank transfer processes
- Record general ledger voucher (GJV) transactions, including withholding tax and bank charges, in the SAP system
- Perform accounts receivable (AR) reconciliations to ensure accuracy
- Coordinate payment processing and document delivery

**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