



PR/160510 | AM Finance Manager

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

1599287

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06月26日 11:13

応募必要条件

職務経験

3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

Key Responsibilities

Accounting Operations

- Oversee daily accounting activities, ensuring adherence to company policies, procedures, and applicable accounting standards.
- Manage the full set of accounts, including General Ledger (GL), Accounts Payable (AP), and fixed assets.
- Ensure strong balance sheet reconciliation discipline and accurate GL postings within a high-volume transaction environment.

Month-End Closing & Financial Reporting

- Lead and execute monthly, quarterly, and annual closing activities.
- Prepare accurate and timely financial statements, including detailed variance analysis.

- Consistently meet all reporting deadlines with a high level of accuracy and completeness.

Accounts Payable Controls & Compliance

- Investigate, resolve, and clear discrepancies between purchase orders (PO), goods received notes (GRN), and supplier invoices promptly.
- Oversee vendor reconciliations and ensure accurate recording of payables in both the AP sub-ledger and General Ledger.
- Strengthen and maintain robust internal controls across AP, GL, and related accounting processes to ensure policy and regulatory compliance.

Tax, Audit & External Liaison

- Prepare audit and tax schedules and support external auditors and tax agents during audit and tax review processes.
- Act as a key liaison with external auditors, tax agents, and bankers on finance-related matters.

Job Requirements

- Bachelor's degree in Accounting or Finance.
- At least 5 years of relevant experience, preferably in an FMCG or high-volume transactional environment.
- Strong knowledge of General Ledger accounting, Accounts Payable processes, and account reconciliations.
- Hands-on experience with Autocount or similar accounting systems.
- Advanced proficiency in Microsoft Excel.

#LI-JACMY
#countrymalaysia

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会社説明