



## PR/123820 | Accounting Supervisor

### 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

1599774

#### 業種

小売

#### 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06月26日 11:55

### 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

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

#### Responsibilities:

- Prepare and maintain accurate financial records, reports, and documentation related to Finance, Accounting, and Tax
- Handle daily journal entries and ensure all transactions are recorded properly and in a timely manner
- Manage and monitor Accounts Receivable (AR) and Accounts Payable (AP), including invoicing, collections, and payments
- Reconcile bank statements and ensure consistency between financial records and actual balances
- Assist in monthly, quarterly, and yearly financial closing processes
- Support the preparation of financial statements and reports for management review
- Ensure compliance with local tax regulations and assist in tax reporting and filing

- Coordinate with internal departments to ensure smooth financial operations and proper documentation
- Monitor financial transactions and identify discrepancies, providing solutions when needed
- Maintain and improve accounting systems and processes for better efficiency and accuracy
- Support audits by preparing required documents and responding to auditor inquiries
- Perform other duties related to Finance, Accounting, and Tax as assigned

Requirement:

- Bachelor's degree in Accounting or any related major
- Experience in accounting and financial reporting
- Good understanding of accounting and taxation
- Experience using accounting systems (e.g., Accurate or similar) is a plus
- Able to communicate in English, both written and verbally
- Good communication and coordination skills

**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.

Privacy Policy Link: <https://www.jac-recruitment.co.id/privacy-policy>

Terms and Conditions Link: <https://www.jac-recruitment.co.id/terms-of-use>

---

会社説明