



PR/097315 | Accounts Executive

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シンガポール

求人ID

1600429

業種

物流・倉庫

雇用形態

正社員

勤務地

シンガポール

給与

経験考慮の上、応相談

更新日

2026年06月30日 17:02

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

流暢

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

COMPANY OVERVIEW

A leading global logistics and supply chain company headquartered in Japan, this organization provides comprehensive end-to-end services including air and ocean freight forwarding, warehousing, distribution, and contract logistics. With a strong international network and operations spanning across multiple industries, it is known for delivering reliable, efficient, and technology-driven solutions while supporting global trade and supply chain optimisation for its clients.

JOB RESPONSIBILITIES

Join a stable multinational company with strong global presence in the logistics industry. This role offers the opportunity to gain regional exposure by handling inter-company transactions across multiple countries within a structured shared services environment.

- Handle inter-company AR & AP transactions across overseas entities

- Perform reconciliation, netting, settlement, and clearance
- Prepare AR statements and manage aging reports
- Follow up on outstanding balances, enquiries, and discrepancies
- Process netting declarations, SAP clearance, and bank transactions
- Retrieve invoices and coordinate with overseas offices
- Support audit schedules and reporting requirements
- Maintain accurate documentation and proper record-keeping

#### JOB REQUIREMENTS

- Diploma in Accountancy, Finance, or related field
- Minimum 3 years of AR/AP experience
- Hands-on experience in inter-company transactions / reconciliation
- Familiar with SAP and Excel
- Exposure to shared services environment is a plus
- Experience in logistics / freight forwarding is advantageous
- Detail-oriented, organised, and able to meet reporting deadlines
- Comfortable liaising with regional / overseas stakeholders

Working Location: Singapore

Ng Siew Thien (R22107842)

JAC Recruitment Pte. Ltd. (90C3026)

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会社説明