

PR/160281 | Finance Associate - Global Services

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
1600870

業種
ビジネスコンサルティング

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11月10日 02:00

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
流暢レベル

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

Company Overview
a leading BPO provider delivering finance, accounting, banking, and tax services for multinational clients, with a strong focus on Japan-based subsidiaries. In this role, the Global Services Finance Associate supports accurate and compliant financial operations across multiple countries, working closely with senior consultants and managers. The position offers hands-on training, exposure to international finance processes, and a strong foundation for career growth in global consulting.

Key Responsibilities

- Receive and process client finance documents, record transactions accurately, and deliver reporting packages on time.
- Manage payment initiation through online banking platforms and prepare cash flow projections.
- Support tax filing activities and monitor compliance with statutory and regulatory requirements across jurisdictions.
- Ensure adherence to finance processes, document retention, reporting, and audit standards.
- Validate accounting entries, cash flow projections, and payment setups for accuracy.
- Assist in documenting finance processes and standard operating procedures for consistent delivery.
- Contribute to ad-hoc projects, knowledge sharing, and process improvement initiatives.

Key Requirements

- Bachelor’s degree in accounting/finance or equivalent qualification.
- Business level English proficiency and able to read/write Chinese character.
- Strong proficiency in MS Office (Excel, Word, PowerPoint, Outlook).
- Customer-oriented with strong communication and interpersonal 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.

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会社説明