



PR/161090 | Accounting Assistant Manager / Manager (Outsourcing 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

1612727

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09月15日 10:19

応募必要条件

職務経験

6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

Company Overview

A consultancy firm which has offices across several countries including Malaysia, Japan, Singapore, Thailand, Indonesia, Cambodia, Vietnam, the Philippines, India, and the United States. The company appears to focus significantly on supporting Japanese businesses operating in Malaysia.

Job Description: -

- Manage the full range of accounting and financial reporting activities, including monthly, quarterly, and year-end closing processes.

- Review accounting records, management reports, and group reporting packages to ensure accuracy, completeness, and compliance with reporting requirements.
- Oversee tax-related matters, including SST, withholding tax, corporate tax filings, and deferred tax computations, ensuring compliance with applicable regulations.
- Serve as the primary contact for financial statement matters and coordinate with external auditors, tax agents, and company secretaries to ensure timely completion of statutory and regulatory requirements.
- Lead, mentor, and support the accounting team by reviewing work, providing technical guidance, and driving continuous improvement in performance and processes.
- Keep abreast of changes in accounting standards, tax regulations, and industry developments to ensure best practices are adopted.
- Support budgeting, forecasting, cash flow planning, and management reporting to facilitate business decision-making.
- Participate in process improvement initiatives and contribute to strategic projects undertaken by the firm.
- Undertake other ad-hoc assignments and responsibilities as assigned by management from time to time.

Requirements: -

- Bachelor's Degree or Diploma in Accounting, Finance, or a related discipline.
- Professional certifications such as ACCA, CPA, MIA, or equivalent qualifications are preferred.
- Minimum 6 years of relevant experience in accounting or accounting outsourcing, with experience leading a team or supervising staff.
- Strong knowledge and hands-on experience in preparing full sets of accounts in accordance with MFRS and/or MPERS.
- Proficient in Microsoft Office applications, particularly Excel, and familiar with accounting systems such as QuickBooks, SQL, Xero, MultiBook, or SAP.
- Good communication and interpersonal skills, with the ability to build effective working relationships with clients and team members.
- Able to work independently, demonstrate initiative, and perform well in a dynamic and fast-paced environment.
- Strong analytical, problem-solving, time management, and organizational skills, with the ability to manage multiple priorities effectively.
- Proficiency in Japanese will be an added advantage.

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