



PR/120472 | Accounts Analyst - International Working Environment

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 タイランド

求人ID

1614283

業種

物流・倉庫

雇用形態

正社員

勤務地

タイ

給与

経験考慮の上、応相談

更新日

2026年09月22日 10:42

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

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

About the Company

A multinational organisation operating across multiple countries and regions, supporting complex business operations through strong financial governance and collaborative working practices. The company is committed to operational excellence and delivering high-quality services to its stakeholders.

About the Role

The Accounts Analyst role offers an excellent opportunity to support Accounts Payable and Agency Accounting activities across multiple countries and regions. This position plays a key role in ensuring financial transactions are processed accurately, efficiently, and in line with established controls, while collaborating with a wide range of internal and external stakeholders.

Responsibilities

- Process invoices, tax-related documents, and D/A transactions accurately and within agreed timelines.
- Manage agency balance settlements, account reconciliations, and payment-related administration.
- Maintain supplier and agency master data, ensuring information remains accurate and up to date.

- Support refunds, advance payments, remittances, and related financial transactions.
- Ensure compliance with internal controls, approval requirements, accounting policies, and operational procedures.
- Manage supplier documentation, statutory records, system access administration, and process continuity activities.
- Prepare reports and coordinate with finance teams, treasury, procurement, legal teams, suppliers, and agencies to resolve operational issues and support business objectives.

Requirements

- Bachelor's degree in Accounting, Finance, Business Administration, or a related discipline.
- 1-2 years of experience in Accounts Payable, accounting operations, finance operations, shared services, or agency accounting.
- Experience in invoice processing, account reconciliation, balance settlement, supplier administration, or payment support activities.
- Experience within a multinational or shared service environment would be advantageous.
- Good understanding of accounting principles and internal financial controls.
- Proficient in Microsoft Excel and other Microsoft Office applications.
- Good written and verbal communication skills in English.
- Strong attention to detail and the ability to work effectively with multiple stakeholders.

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