

PR/124186 | AR Controller (Billing & Collection) - Urgent Hiring

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
1623450

業種
法律事務所

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11月17日 10:56

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

Employment Status: 8-Month Contract with Permanent Employment Opportunity (Subject to individual & company performance)

A leading global law firm is seeking a **Billing & Collections Manager** to join its **Finance team in Jakarta**.

Reporting directly to the **CFO** and partnering with **senior stakeholders across the business**, this strategic role will take ownership of the firm's **billing and collections function**, with a direct impact on **working capital performance, cash flow optimization, and revenue realization**.

Requirements

- **Minimum 6 years of experience** in Accounts Receivable, Billing, Credit Control, or Working Capital Management within a **multinational company**.
- **At least 3 years of Big 4 experience** (Audit or Consulting) will be highly preferred.

- Experience within **professional services, legal services, consulting, audit, or other knowledge-based industries** will be an advantage.
- **Bachelor's Degree in Accounting, Finance, or a related discipline** from a reputable university, with a **minimum GPA of 3.25**.
- Strong understanding of **invoicing processes, accounts receivable management, collection practices, and working capital management**.
- **Business-level English proficiency**, with the ability to communicate effectively and confidently with expatriate stakeholders and senior management.

Key Responsibilities

- Lead and manage the firm's **end-to-end billing and collection processes** to drive effective working capital management and support overall financial performance.
- Develop and execute **billing plans, timelines, and milestones** in close collaboration with Partners, Associates, and other key stakeholders to ensure timely invoice issuance.
- Oversee **accounts receivable and collection activities** , proactively managing outstanding invoices and driving timely cash collections.
- Prepare and present **billing, collection, and working capital reports** to the CFO, Partners, and other senior stakeholders.
- Identify **collection risks**, resolve billing-related issues, and drive **continuous process improvements** to enhance accuracy, efficiency, and cash flow performance.

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