

Account & Finance Assistant Manager (AP)

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Company: Talentvis

Location: Thailand

Category: other-general

Bachelor's degree in accounting

Experience 5-7 years up

Prepare Financial Statement skill is Mandatory.

Good command in communication English in writing and speaking.

Computer literate in Microsoft Office especially Excel is a must

Diligent, Patient, Work hard especially be more careful

Active, Creative, Analyze skill

Analysis account reconciliation, ensuring accuracy and timely delivery.

Journal entries and transactions related month end closing.

Maintain accuracy in all asset files, balance sheet and provide support to all work paper.

Manage schedule for all filing deadlines and assist to close all month end transaction.

Support action plan provide assistance to manage all ad hoc on all accounting activities.

To communicate with external audit for financial information to complete half year and year end audit report.

Support team and manage all ad hoc on all accounting

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