

Accountant

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Company: Talentvis

Location: Thailand

Category: other-general

Years of Experience

4+ years of working experience in an Accounting environment

Education

Bachelor Degree in Finance, Accounting or related discipline
(or equivalent professional qualifications)

Language Abilities Fluency in English

JOB SCOPE

- Handle full set of accounts including daily accounting entries, bank reconciliation, month end and year end closing and schedules including preparation of financial statements.
- Monthly, quarterly, yearly reporting of financial report and schedules
- Prepare and compute deferred income for the advanced school billings.
- Process vendor invoices payments, managing petty cash and staff reimbursement
- Assist to prepare financial budgeting and quarterly rolling forecasting update
- Assist to prepare financial analysis on P&L and balance sheet
- Maintain fixed assets register and all other balance sheet schedule
- Prepare Withholding Tax, VAT, and other local tax regulation
- Liaise with banker, external auditors, tax agents and corporate secretary where appropriate

- Other ad hoc duties as assigned

PROFILE OF COMPETENCY

- Hands on experience for keeping accounts for the education sector will be advantageous
- Proficient in Thailand Tax Compliances (Patent Tax, Corporate Tax, Withholding Tax, Value Add Tax and etc)
- Strong analytical and problem-solving skills
- Proficient in MS Office applications; Knowledge of ACCPAC is advantageous
- Knowledge of corporate tax and deferred tax computation
- Excellent interpersonal and communication skills

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