

Costing and Tax Manager

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Company: Adecco

Location: Thailand

Category: other-general

Job Responsibilities

1. Monthly closing account & reporting (statutory reports) Review and reconcile actual stock reports to stock ledger. Reconcile cost of goods sold compare with monthly budget. Prepare monthly & quarterly Standard Report form and monthly results which included expectation and forecast financial result. Adjust and update cost information in company main frame computer. Responsible for operating and controlling month end, year-end procedure for costing.
2. Forecasting and Budgeting. To prepare forecasting and budgeting report, coordinate with account staff who is responsible for costing to obtain information of cost price and stock. To review the forecast and budget of cost of organization by coordinate with concerned manager and management. To consult with management in Human Resource plan related to labor cost. To coordinate with concerned manager and/or management in relation to costing.
3. Inventory control To control inventory as per the company policy and monitor stock balance. To review monthly inventory reports both electronics and mechanics. To evaluate the inventory turnover, manage and make provisions for non-stock movement both electronics and mechanics. Write off scrap and obsolete stock by co-ordinate with Company shipping, Revenue Dept and Customs Department.
4. Cost and expenses control. To responsible for preparing monthly cost and expenses analysis concerned cost correctness.

5. Balance sheet control. To control trial Balance including review specification of account in major items e.g. assets under BOI, accrued expenses, provision, etc.
6. Monthly closing of Fiscal account. Responsible for preparation of inventory report with properly supporting documents and adjust items to be in line with regulations of Revenue department & BOI prior to entry monthly accounts.
7. Taxation Co-ordinate with Technical Tax Team to develop the domestic tax planning to get the maximum tax benefits and minimize tax risks. Recommend and lead the implementation and maintenance of tax advantaged financing structures. Update the new tax privilege to relevant persons/BUs and lead or monitor the projects to ensure that the companies are complied with those new privileges. Oversee the preparation and filing of tax returns for domestic operations. Manage the domestic aspects of tax reporting. Manage monthly/annually tax provision and compliance activities for all TH entities. Coordinate with all TH entities and external advisors for local tax compliance, filings and other tax related matters. Provide guidance on domestic tax matters, including tax policy, tax reporting and tax audits. Support working team to implement the transfer pricing policies and documentation. Manage various tax audits and interface with tax or other regulatory authorities. Review tax provision calculations and do analysis for tax risks
8. BOI To contact with BOI section. for getting company benefits and other procedures in order to privilege approval. Coordinate with BOI to exercise privileges granted. To control about project procedure under BOI conditions. Prepare periodical status report and submit to BOI. Update any new release of privileges published by BOI and communicate to team.

Experience requirements

Minimum experience 7 years in Cost Accounting field related to Facilities and

Administrative cost rate study, service centers, and effort reporting required

Strong knowledge of domestic taxes at least 7 years

Education requirements

Bachelor's degree or above in Cost Accounting required and CPA preferred /Tax/Law

Responsibilities and work require a high-level of advanced cost accounting training and expected to be performed with a high level of independence.

Extensive knowledge of Activities Based Costing, Cost Accounting Standards

Direct Experience from Service Industry will be a plus

Required and knowledge of generally accepted accounting principles and practices.

Strong analytical and accounting skills.

Ability to identify areas and make recommendations for improvements on various processes and strategies

Experience in dealing with Human Resource Department for cost allocation and Revenue Department & BOI for taxation.

Strong leadership and team player, good attitude, logic thinking.

Good command for English and PC.

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