

Senior Accounting Officer

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Company: Talentvis

Location: Thailand

Category: other-general

Bachelor's degree in accounting

At least 3 years of experience

Accounting and tax knowledge

Financial Statement Analysis Skills

Human relations skills with related agencies

Communication skills

Computer skills and accounting programs MS Office, Word, Excel

Make a report, prepare to analyze the presentation. Submit reports as required by law and contribute information within the blog without authorization from the person citing the work.

Record general accounting transactions. and prepare payroll orders, loans, interest, investments, dividends and record various accounting adjustments along with a summary of the report for those involved

Monthly reconciliation of bank deposits.

Preparing and collecting details for financial statements from each function and sending them to the supervisor.

Closing monthly financial statements with analysis. present to supervisor

Preparing quarterly financial forecast documents

Preparing quarterly, yearly financial statements and submitting them to the agency.

Consolidation, external auditor to support auditing and certifying financial statements from auditors

Prepare inter-balance sheet transactions. and collecting inter-company items from the income statement with related companies

Delivered to the agency Consolidation, external auditor

Prepare notes to the financial statements. delivered to the agency Consolidation, external auditor

Preparation of quarterly, yearly financial statements to support auditing and certification of financial statements by auditors. and to deliver to the relevant agencies, the SEC, the Bank, the Ministry of Commerce

Prepare half-year corporate tax estimates (Por Ngor Dor. 51) and annual corporate tax estimates (Por Ngor Dor. 50) and forward them to the supervisor.

Preparing the annual budget of the accounting department and the management department. to send relevant persons

Prepare annual insurance information. and send it to the head of the department

Prepare accounting information on performance requested by internal and external agencies prior to requesting supervisor approval

Develop, and improve systems and operational procedures to reduce duplication and increase work efficiency.

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