

DESKRIPSI PEKERJAAN
<ol style="list-style-type: none"> <li>1. Responsible for supervising and checking every journal made by accounting staff based on the Invoice/Working Paper From Finance, in accordance with applicable accounting standards</li> <li>2. Responsible for recording all payment transactions so that they do not occur missed or inappropriate</li> <li>3. Responsible for preparing the data needed in the Report Finance, and managing Fixed Assets Books, Prepaid Expense Books, Insurance, and Leases</li> <li>4. Responsible for recording the Accrual Journal in accordance with the provisions applicable</li> <li>5. Assist Accounting Manager in preparing data or documents at the time an annual audit is carried out by a third party</li> </ol>
KUALIFIKASI
<ol style="list-style-type: none"> <li>1. Bachelor's Degree in Accounting</li> <li>2. Having Brevet A and B certifications is preferred</li> <li>3. Accounting Supervisor min 2 years Or Accounting</li> <li>4. Coordinator for 3 years Or Auditors for 2 years</li> <li>5. Fluent in English</li> <li>6. Understanding the accounting system</li> </ol>