

Jan 2021

Job Title:	ACCOUNT & TAX EXECUTIVE
Location:	Kuala Lumpur
Salary:	~ 3,500 RM
Job Description:	<ul style="list-style-type: none">• Candidate must have relevant experiences written in Job Description• Familiar with Accounting Software, such as MYOB, SQL• Good in documentation and communication skills• Independent, self starter and have positive working attitude• Preferrably mandarin or japanese speaker
Job Responsibilities:	<ul style="list-style-type: none">• Handle a full set of Accounting for Company's clients• Prepare Form M/BE, Withholding Tax for clients• Prepare Payroll, EPF & SOCSO for clients• Assist audit and tax matters for clients
Career Level:	Jounior Exectuve
Qualification	Diploma or higher degrees in Accountancy / Tax
Years of Experience	2-3 Years preferrable
Job Type	Full-Time, Part-Time considerable

Please send your CV to info@mirai-asia.net