

POSITION : FINANCIAL OFFICER

Job Highlights

- Good motivation for Learning with The Company
- Welcome for New Graduate

Responsibilities:

- Manage, monitor and control all accounts receivable in relation with accounting requirements.
- Processing day to day of account receivable including their complete documentation
- Responsible for on-time account receivable with correctness and completeness.
- Perform and ensure the completeness of account receivables as deadlines.
- Co-ordinates with related departments to ensure that AR&AP are recorded in a proper manner and to correct data
- Ensure that all activities under Collection are complied with policy of the company.
- Responsible for Aging AR & AP Oversea partner
- Other tasks as required by Finance head

Qualifications :

- Bachelor degree in Finance, Accounting or related field
- 0-2 years experience in Finance, related work
- Good computer literacy MSOffice skills (Excel, Word, PowerPoint)
- Good communication and negotiation.
- Able to communicate in English.
- Be careful and accurate
- Ability to work on own initiatives as well as part of a team with positive attitude
- Experience in logistic business will be advantage.

Location : Sathupradit, Bangkok

Office hour : Monday – Friday / 08.30 – 17.00

Contract : Miss.Nisalux [HR] Tel.0815591029, e-mail : nisalux@sonic.co.th