

## **TMF Group in Thailand is currently looking for an Accounting Manager to join its Accounting team.**

### **Job Position: Accounting Manager (Client Services)**

Subtitle (APAC - full time - Bangkok)

#### **Job Purpose:**

The Accounting Manager reports directly to the Accounting Director. Responsibilities include bookkeeping, monthly closing, withholding tax, corporate income tax and so on. Moreover, this position is supposed to coach the junior staff in the team as well as perform other accounting related administrative tasks as assigned and manage the day-to-day accounting function for client services.



#### **About TMF Group**

We help global companies expand and invest seamlessly across international borders. Our expert accountants, corporate secretarial and HR and payroll professionals are located around the world, enabling clients to operate their corporate structures, finance vehicles and investment funds in different geographical locations.

*With operations in more than 80 countries providing outsourced compliance services, TMF Group is the global expert that understands local needs.*



## Key Responsibilities:

- Oversee month-end and year-end close activities, from balance sheet and cash account reconciliations to financial statement preparation- reviewing all reconciliations and ensuring they are followed-up on monthly;
- Participate in the creation of the annual budgets and periodic forecasts;
- Function as a resource to facility/ project teams and client to coordinate required procedures and processes;
- Have a comprehensive technical and functional understanding of all accounting processes in use (i.e. AR, AP and general ledger) and any relevant amendments or appendices, and of the client's structure and needed interfaces;
- Review all interfaces to client's systems (where required) and proper reconciliations;
- Develop and maintain all necessary manuals associated with accounting processes and controls;
- Manage the training, development and workload of accounting team staff;
- Qualified reviewer for all monthly client accounting services oversight checklists, internal control points and audit paperwork as required;
- Special projects and other functions as required by Director or client.

## Key Requirements:

- Bachelor degree in accounting and CPA or ACCA holder is an added advantage;
- Minimum 8- year experience in the accounting field preferably with an international company;
- Strong accounting skills and attention to detail required;
- Strong analytical and time management skills required;
- Customer service orientation and strong presentation skills to internal and external parties required;
- Good command of both written and oral English;
- Strong communication and interpersonal skills.

**Global reach,  
Local knowledge**  
Operating in more  
than 80 countries  
across EMEA, Asia  
Pacific and the  
Americas.

**Compliance.  
Regulation.  
Transparency.  
Support.**



## Working at TMF Group offers:

- **Learning opportunities:** you will work with highly experienced colleagues who are ready to share their knowledge, and will receive the opportunity to work on diverse and complex client requests. You will also be able to apply for and be supported for training.
- **Value-driven work environment:** you can expect integrity and respect from all your colleagues and your leadership team.
- **Teamwork:** an environment where we learn from our mistakes and work together to improve our processes continuously. A no-blame culture where teamwork is important, valued and lived daily.
- **Ambition:** we are a growing company in which we constantly look for the next opportunity and where all ideas are welcome.



## How to Apply?

If you wish to apply, please submit your cv and motivational letter [here](#).

