

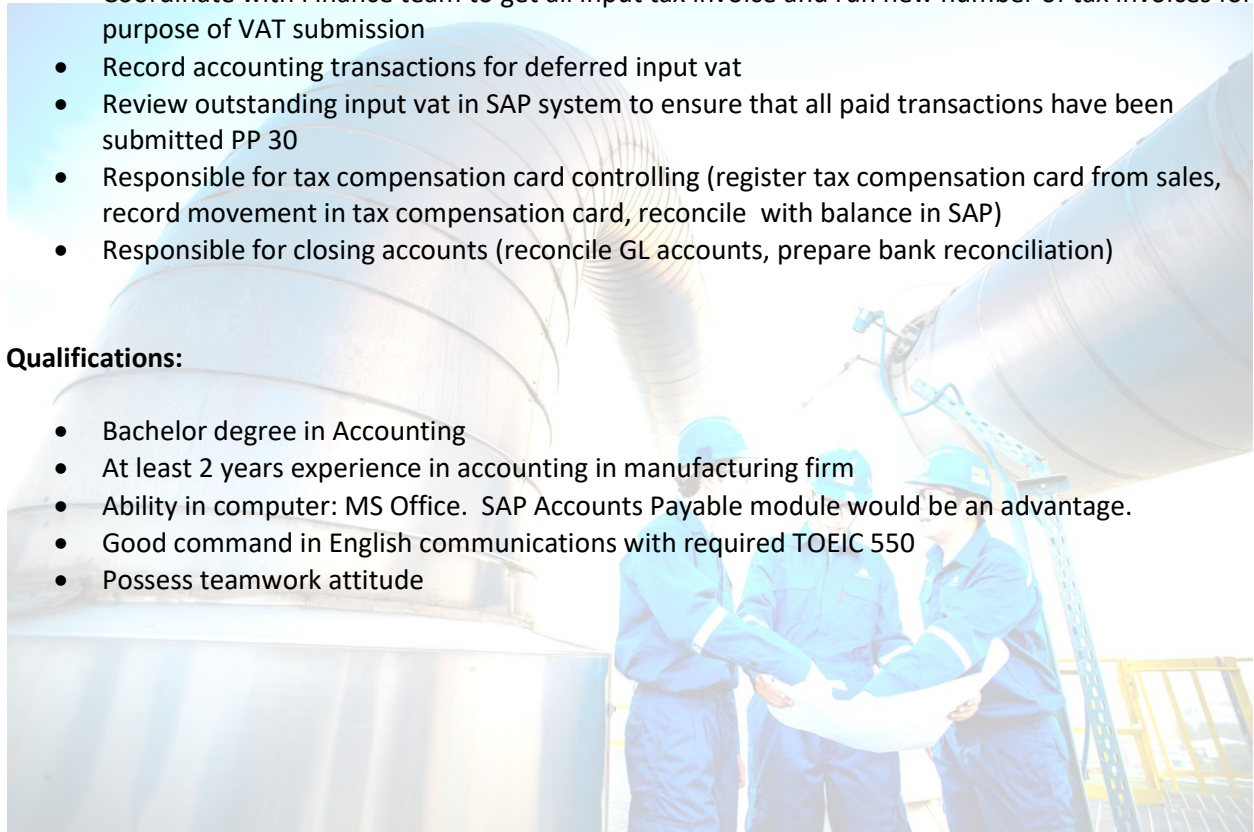
Position: Accountant [click here for apply!!](#)
Location: Bangkok

Responsibilities:

- Responsible for accounts payable (payment vouchers, invoice verification in SAP, checking document, payment completion on timely basis)
- Coordinate with Finance team to prepare payment vouchers
- Upload data from SAP to Bank data system
- Coordinate with Finance team to get all input tax invoice and run new number of tax invoices for purpose of VAT submission
- Record accounting transactions for deferred input vat
- Review outstanding input vat in SAP system to ensure that all paid transactions have been submitted PP 30
- Responsible for tax compensation card controlling (register tax compensation card from sales, record movement in tax compensation card, reconcile with balance in SAP)
- Responsible for closing accounts (reconcile GL accounts, prepare bank reconciliation)

Qualifications:

- Bachelor degree in Accounting
- At least 2 years experience in accounting in manufacturing firm
- Ability in computer: MS Office. SAP Accounts Payable module would be an advantage.
- Good command in English communications with required TOEIC 550
- Possess teamwork attitude



All information will be treated as confidential. Only short-listed candidates will be contacted for further interview

To explore more about HMC, please visit www.hmcpolymers.com

Human Resources Department
HMC Polymers Co., Ltd.

20 Fl., Sathorn City Tower, 175 South Sathorn Rd., Sathorn, Bangkok 10120