

Job Title:	ACCOUNT & TAX EXECUTIVE
Location:	Kuala Lumpur
Salary:	~ 3,500 RM
Job Description:	<ul style="list-style-type: none"><li>• Candidate must have relevant experiences written in Job Description</li><li>• Familiar with Accounting Software, such as MYOB, SQL</li><li>• Good in documentation and communication skills</li><li>• Independent, self starter and have positive working attitude</li><li>• Preferrably mandarin or japanese speaker</li></ul>
Job Responsibilities:	<ul style="list-style-type: none"><li>• Handle a full set of Accounting for Company's clients</li><li>• Prepare Form M/BE, Withholding Tax for clients</li><li>• Prepare Payroll, EPF &amp; SOCSO for clients</li><li>• Assist audit and tax matters for clients</li></ul>
Career Level:	Jounior Exeective
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-malaysia.net](mailto:info@mirai-malaysia.net)