



## Job Opportunity for Deputy Accounting Manager - 2 positions (Real Estate Business) Phuket/Bangpakong – Job ID No 3003

Our client is a fully integrated pulp and paper mill, was incorporated in 1991. Located in Thailand's central plains in the province of Prachinburi, the mill began operating in 1995. The company's broad portfolio of products extends from superior quality short fiber large paper sheets to innovative stationery products and premium copy papers – all made of sustainable fiber from Paper Tree, which is grown along the rice paddy ridges of more than 1.5 million farmers across Thailand through a uniquely Asian solution to the sustainable sourcing of fiber.

### **Responsibilities:**

- Create Summary of responsible companies' performance and report to headquarter, and Board Of Director
- Managing the accounting system of Honeymoon private Iceland in Phuket, employee works on site Bangpakong and visit Phuket project every 3 months/stay and work in Phuket 2 weeks (for transportation or related expenses are supported by the company)
- Inspect Payment Orders weekly
- Approve income documents
- Plan for TP
- Develop IT system in aspects of incomes and expenses
- Attend Board of Director Group of Company Meeting on last Friday of the month
- Attend Board of Director Meeting of the responsible companies on 2nd Thursday of the month
- Attend Morning Brief of Group of the Company Mon-Fri
- Estimate Por Nor Dor 51 and submit within February.
- Submit Por Nor Dor 50 within November.
- Prepare Template, Note of JV such as Salary, and Prepaid Expenses for SAP recording
- Investigate information and prepare Balance sheet (Data clean)
- Coordinate with other Department Managers to solve Operation Issues

### **Qualifications:**

- Bachelor Degree in Accounting.
- GPA: 2.75 up
- 5-7 year of experience in real estate, hotel or tourism industries
- Basic English in Reading, Writing, Listening and Speaking
- Knowledge and understanding of basic laws such housing estate, and diagram
- Knowledge and understanding of housing estate regulations

### **Benefits:**

- Annual bonus as per company performance
- Provident Fund 3%
- Housing Allowance (Case by Case)
- Notebook Allowance
- Traveling Reimbursement (CDS System)
- Smart phone
- Corporate Sim Card (Truemove) + Package Net Unlimited
- Social Security
- Annual Leave 6 Days/year
- Annual Health Check-up

**Interested?** Please send your full profile to Paul at [paul@omni-interconsult.com](mailto:paul@omni-interconsult.com) and mention Job ID No 3003 or apply directly on line at [www.omni-interconsult.com](http://www.omni-interconsult.com)