



STAUFF China was established in 1995, and has since grown significantly in both size and scope of products and services to become one of China's principal players in the Fluid Power industry and related markets. Today the company is a key supplier of precision hydraulic components such as clamps, tube, filtration technology, valves, pumps, gauges, diagnostic equipment, accumulators and other hydraulic accessories to OEMs in various industries:

STAUFF has a current vacancy for:

AP Accountant

AP invoice verification and booking, reconcile with vendors and agents, ensure account balance is correct

Major Responsibilities

- AP invoice verification and booking.
- AP payment preparation and booking
- Weekly cash forecast and monthly AP report.
- Reconcile with vendors and agents, ensure account balance is correct.
- Monthly GRIR clean and clear, ensure no data more than three months.
- Fixed assets management.
- Employees expense reimbursement and payment booking.
- Other adhoc issue assigned from CR manager or FD.
- support for annual audit

Position Requirements

- More than 3 years in accounting
- Be familiar with excel, word, SAP is preferred
- Strong in communication and interpersonal skills
- Fluent English both oral and written

If you are seeking a progressive and forward-thinking organization that values teamwork and has a commitment to excellence, you should join us! Please send your application by email to hr@stauff.com.cn.