

Accountant

Deadline:
01-07-2026

SGL Manila is hiring for the following positions:

- **RTR Accountant**
- **PTP Accountant**

Record to Report (R2R) Accountant supporting Group Finance Services, he/she will handle the preparation and submission of accurate financial reports, consolidate data from various entities, assist with closing processes, and analyze performance variances. He/She will ensure compliance with financial regulations, support audits, recommend process improvements, and coordinate with other entities and departments. He/She will also support intercompany transactions and reconciliations, ensuring timely alignment of balances across entities, resolving discrepancies, and supporting the overall integrity of intercompany reporting within the group.

Minimum Requirements:

- Graduate of BS Accountancy/Financial Management or any finance/accounting related course
- At least 2 or 3 years of experience in RTR environment

Non-Negotiables:

- General Ledger Management: Understanding of general ledger operations and reconciliations.
- Regulatory Knowledge: Awareness of accounting standards (e.g., IFRS16, US GAAP).
- Excel: Advanced skills in Microsoft Excel for financial reporting and analysis.

Nice-to-have:

- Experience in a shared services environment.
- Experience with process automation tools (e.g., Robotic Process Automation).
- Financial System & Accounting Software: Familiarity with ERP systems and knowledge in accounting software (AS400, D365, Tagetik).

Purchase-to-Pay (PTP) Accountant supports the accounts payable process by handling invoice processing, payment preparation, and vendor record maintenance. This role focuses on ensuring accurate and timely processing of transactions while following company policies and procedures. The ideal candidate will have a strong understanding of accounting principles, strong attention to detail, and effective communication skills to assist with vendor and internal team interactions.

Minimum Requirements:

- Graduate of BS Accountancy/Financial Management or any finance/accounting related course
- At least 2 or 3 years of experience in PTP environment

Non-Negotiables:

- Accounts Payable Management: Understanding of Accounts Payable operations and reconciliations.
- Strong understanding of accounting principles, attention to detail, advanced Excel proficiency, effective communication, customer service, problem-solving abilities, and organizational skills.
- Excel: Advanced skills in Microsoft Excel for financial reporting and analysis.

Nice-to-have:

- Experience in a shared services environment
- Experience with AS400, D365 systems, process improvement, data analytics, legal and compliance knowledge, and project management.
- Familiarity with APAC countries' local legal and regulatory requirements is advantageous.

Contact person:
Gerald John Pastores, Jose Manuel Catindig

Location:
Alabang-Zapote Road, 1780, Muntinlupa