



02 ACCOUNTANT / FINANCE SPECIALIST

BUSINESS PARTNER FOCUS

Strategic partner. Guardian of the company's health.

— numbers tell a story ↗

WHO WE ARE

A leading supplier of vegan leather and upholstery fabric, based in Vietnam for 10+ years. Serving 1,000+ factories across furniture, automotive, footwear, bags, and projects — both domestic and international.

WE'RE LOOKING FOR

We're looking for a contributor with an open mindset — someone who cares about premium quality and partnership, adopts modern tools (including AI) to work smarter, and wants to do work that genuinely matters. You'll join a flat, kind, ambitious team building a global premium materials supplier from Vietnam — with hands-on exposure to the textile and vegan leather industry, our international "0 → 1" business, and the chance to grow alongside the company.

ABOUT US

Zero bureaucracy, pure impact. We are a dynamic, flat-structured team where titles matter less than impact. We aren't just "doing a job" — we are building a business to create genuine value for our customers and society, and our international business is in its exciting "0 → 1" phase. Be Kind · Do Good.

→ WHAT YOU'LL DO

■ FULL-CYCLE ACCOUNTING

Manage daily bookkeeping, invoicing, payroll, and cash-flow operations with extreme accuracy.

■ TAX & COMPLIANCE

Handle tax declarations and ensure all financial practices comply with local regulations.

■ BUSINESS SUPPORT

Provide clear financial insights and budget tracking to support management's decision-making — especially as our international business takes off.

■ PROCESS OPTIMIZATION

Build and streamline internal financial processes from the ground up — efficient and paperless wherever possible.

→ WHO YOU ARE

■ EXTREME OWNERSHIP & INTEGRITY

You treat the company's money with the same care as your own. Trustworthy, principled, proactive. This is a long journey with challenges — PERSISTENCE is the key.

■ DETAIL-OBSSESSED BUT BIG-PICTURE AWARE

You never miss a decimal point — but you understand the business strategy behind the numbers.

■ TECH-SAVVY

Proficient in modern accounting software and Excel. You embrace new tools that make work more efficient.

■ EXPERIENCE

Bachelor's degree in Finance, Accounting, or related field, with 1–3 years of solid experience. Outstanding fresh graduates with relevant internships are welcome.

→ WHAT WE OFFER

- AI-enabled work environment with structured training on the textile and vegan leather industry.
- A finance function you can shape — build the processes, not just run them.
- Statutory insurance, annual leave, regular team events, and a stocked pantry.
- A career that scales with the team and business — clear pathway as our international operations grow.

WORKING HOURS

Monday–Friday 8:00 AM – 5:00 PM, plus Saturday mornings — with one Saturday-afternoon meeting per month.

APPLY ONLINE ↗

vietkai.com/careers

OR CONTACT DIRECTLY

MR. GARY (CEO)

0965 888 710

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hr@vietkai.com

WORKPLACE

Midtown, Phú Mỹ Hưng — Quận 7, HCMC · (relocating to Q.10/Q.11 within 1 month)

vietkai.com

BE KIND · DO GOOD · SERVE YOUR GREAT DESIGN

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