Stage - Intern / Junior Accountant

Location : Yuexiu Financial Tower, Tianhe District, Guangzhou
Internship Period: November 2026 – January 2027

Stos Advisory 广州斯图咨询有限公司

Stos Advisory is expert in accounting and finance, tax and human resources in China with 3 business lines:
-Finance, Tax and Accounting Services: we assist the management to implement a strong internal control and a good preparation of financial statements and tax declarations.
-Interim Management: taking the role of Finance Manager, CFO, HR Director for our clients.
-Human Resources: we assist our clients in implementing the best HR practice.

广州斯图咨询有限公司在中国主要专注于财会、税务和人力资源三大领域：

-财会与税务服务：我们将协助管理层实施强有力的内部控制，做好财务报表编制和纳税申报工作；

-临时管理：担任财务经理、首席财务官、人力资源总监等职务；

-人力资源管理：我们将协助客户实施最佳的人力资源筹划与管理。

Job Responsibility & Accountability: Assistance to 工作职责：协助

1. Organize the vouching of the companies 整理公司凭证；
2. Manage daily accounting work for client companies 管理客户公司日常会计工作;
3. Perform monthly reconciliation, closing procedures and preparation of financial
4. statements for client companies 客户公司的月度对账、结账程序和财务报表的编制;
5. Handle tax declaration-related matters for client companies 为客户公司进行纳税申报;
6. Manage payments for client companies 为客户公司安排付款事宜;
7. Client companies in annual audit work and preparation for year-end tax settlement and annual inspection 客户年度审计、办理年度所得税汇算清缴及年检手续;
8. Other tasks as requested by project managers 项目经理要求的其他任务。

Qualification Requirements 职位要求:

1.Students on Year 3 or 4 of university or above 大学三、四年级学生或以上;

2. Major in accounting, finance or related fields with a bachelor's degree or above
会计、金融或相关专业本科或以上学历;

3. Able to deal with accounting matters with guide; understanding of accounting and tax regulations and accounting and office software
能在指导下处理财务方面的事务，了解会计和税务相关法规及财务和办公软件;

4. Proactive, detail-oriented, responsible team player with good communication skills
态度积极、做事细心、责任心强以及沟通能力良好;

5. Excellent time management skills and capable of working on multi-tasks
优秀的时间管理技能及能够完成多项任务;

6. English is a plus 会英语的优先考虑;

7. Accounting certificate is preferred 具有会计证书优先考虑。

APPLICATION :

Candidates who are eager to develop your career in this field and interested to join our experienced and open-minded team can send your resume to

cathy.wei@stosadvisory.com; vanessa.tang@stosadvisory.com.