



## Finance Manager

### Job Information

**Recruiter**

[Cornerstone Recruitment Japan K.K.](#)

**Hiring Company**

IT Service Company

**Job ID**

1454208

**Industry**

Software

**Job Type**

Permanent Full-time

**Location**

Osaka Prefecture, Osaka-shi Chuo-ku

**Salary**

Negotiable, based on experience

**Refreshed**

April 16th, 2025 03:00

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Native

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

**[JOB RESPONSIBILITIES]**

- Lead the Finance team and financial operations of Japan subsidiary.
- Responsible for monthly, quarterly and annual financial closing and forecast; explaining the variances to the plan and providing countermeasures to mitigate financial and operation risks arising from daily business activities.
- Accurate and complete recording of the financial transactions according to local and corporate accounting policies and regulations.
- Implement and maintain financial management systems and internal financial controls.
- Provide data support for decision-making processes to optimize resources and balance risks.

- Ensure timely and accurate submissions of financial packages to regional and corporate headquarters.
- Ensure local subsidiary in full compliance with regional and corporate control processes and procedures, and statutory and regulatory compliance requirements in the country.
- Support regionalization of our finance and administration functions.
- Continuously improve financial and operation processes to drive efficiencies.

#### HR – related work (20%):

- Manage new hire onboarding process and employment agreement.
- With the support from regional HR team, execute HR-related decision & actions in Japan.

#### **[REQUIREMENTS]**

- Familiar with ERP system is highly preferred.
- A growth mindset and willingness to collaborate with cross-functional stakeholders, both regional and local, to drive outcomes and results.
- Proven leadership skillset to lead and develop Finance & Accounting team.

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### Company Description

**Cornerstone Recruitment Japan is focused on placing bilingual professionals in a wide range of market leading companies.**

Focusing across all sectors, we leverage the network of our experienced consultants to provide both clients and candidates with high end service levels and most importantly results.

We are passionate about helping our clients in securing the best talent on the market, by introducing unique profiles who can give them the edge in an increasingly competitive recruitment market.

Established in 2019, in partnership with Cornerstone Global Partners and with investment from Morgan Stanley, Cornerstone Recruitment Japan strives to be the recruitment partner of choice for all Tokyo based clients and candidates.

#### **Our Mission**

The Cornerstone. As every building requires a cornerstone, we believe people are the cornerstone of every great company. Our recruitment experts are passionate about bringing together great people with great companies.

#### **Our Business Sectors**

- Accounting & Finance
- Financial Services
- Human Resources and Office Professionals
- Industrial
- Information Technology
- Legal & compliance
- Life Science
- Supply Chain & Procurement
- Marketing
- Sales

#### **Our Services**

##### **• Contingency**

Many clients choose to utilize our success based contingent recruitment service. We take the time to fully understand the job brief before presenting a tailored shortlist of 5 to 6 candidates from our expansive existing network. This service comes with no obligation to hire and our clients only pay a fee when the successful candidate joins.

##### **• Retained**

Our retained service is particularly successful for clients with high profile/critical hiring needs, or niche searches that involve a significant amount of time unearthing candidates from outside our existing network. Clients who choose our retained service benefit from the introduction of exclusive headhunted candidates and top prioritization from the Cornerstone team.

##### **• Market Entry**

With a wealth of experience in the Japan market, our consultants have successfully helped many clients enter the Japan market. We can help you secure that critical first hire, as well as providing a consultation service, to make sure that your

business is well prepared for all the initial hurdles it will face.