



Accounting & Finance Reporting specialist

Job Information

Recruiter

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

Hiring Company

Global financial service provider

Job ID

1457497

Industry

Other (Banking and Financial Services)

Company Type

Large Company (more than 300 employees)

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

March 31st, 2025 02:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

[JOB RESPONSIBILITIES]

- Preparation of the monthly, quarterly and annual financial reporting and assist the preparation of consolidated financial statements under JGAAP.
- Working closely with the external auditors and IPO consultants to prepare the annual securities report in compliance with the requirements under Financial Instruments and Exchange Act (FIEA).
- Support J-SOX implementation
- Support grant reporting

- Support financial reporting of group companies under IFRS.
- Examining expense claims by vendors and employees
- Preparing journal entries, maintaining ledgers and reconciling accounts
- Invoicing and performing intercompany reconciliation.
- Managing remittance and related functions for all banking accounts
- Assisting tax filing and tax payment
- Cooperating with other departments to provide necessary information for project management, budget analysis etc.
- Other ad-hoc activities and tasks as assigned.

[REQUIREMENTS]

- Understand and agree with our vision, mission, goals, and values.
- Share and exemplify our Guiding Principles and high level of ethical behavior and trustworthiness.
- 5+ years of experience in accounting or financial reporting in compliance with JGAAP /IFRS preferred. The experience in an IPO preparation company or publicly listed company, and IFRS experience are plus.
- Being a Certified Public Accountant is a big plus. The Official Business Skills Test in Bookkeeping 2nd grade or above (日商簿記 2級以上) is a plus.
- Be passionate, aspirational, and highly motivated to commit to the goal achievement even in difficult situation.
- Strong interpersonal and communication skills
- Fluency in English and Japanese
- Proficiency in Microsoft Excel or Google Spreadsheet

Company Description