



Fund Manager ~15M (negotiable), 30代~40代

**WFH, Performance bonus etc**

## Job Information

### Recruiter

iWill Capital G.K.

### Hiring Company

A leading global investment company for logistics, facilities an

### Job ID

1460401

### Industry

Asset Management

### Company Type

Small/Medium Company (300 employees or less) - International Company

### Non-Japanese Ratio

Majority Japanese

### Job Type

Permanent Full-time

### Location

Tokyo - 23 Wards

### Salary

9 million yen ~ 15 million yen

### Work Hours

9 : 30~18:00 実働7.5 時間、休憩60 分

### Holidays

(休日): 土、日、祝日

### Refreshed

February 14th, 2025 06:00

## General Requirements

### Minimum Experience Level

Over 3 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

### Responsibilities

\*We will assign you to the following team according to your aptitude and aspirations.

#### <Fund Operation Team>

- Overseas/domestic investor reporting for funds under management (opportunistic to core)
  - General cash management operations (capital calls, capital reductions, dividends, etc.)
  - Overseas/domestic vehicles for each fund (IFRS) · Monthly/quarterly/annual closing operations and audit support related to JGAAP)
  - Coordination with external accounting firms outsourcing SPC accounting operations, quality control and monitoring
- Private open-end placement Fund management operations for the fund
  - Fund performance and monitoring
  - Investor Relations (domestic & overseas IR), investment unit management, various reporting responses, planning and promotion of portfolio strategy through cooperation with the asset management team, annual operation plan, and budget
  - Creation, risk/return analysis of investment projects, consideration of sales (Hold-Sell Analysis), and support for execution / fundraising

[Grade]

Manager

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### Required Skills

#### 《Requirements》

- Basic knowledge of accounting/bookkeeping or investment/finance
  - Business-level Excel skills (can handle vlookup and sumif sufficiently)
  - University graduate or above
- \*However, personality aspects (cooperation, communication skills, logical thinking)

(Desired requirements)

Experience in investment and financing in the real estate field

- Work experience related to fund management and asset management
- Experience in managing outsourced companies
- Experience in communicating with overseas bases
- Basic English skills (Ability to read and write emails, etc.)
- Person with qualifications such as US certified public accountant, certified public accountant, tax accountant, etc.
- Accounting experience according to international accounting standards

The desired profile...

- Those who are willing to take on new challenges that they have never experienced in their career and enjoy it
- Those who are able to build good relationships with their own team, staff at the Singapore headquarters, and other departments
- Those who can flexibly respond to the growth and changes of the company
- Those who can think independently and take action
- Those who can work collaboratively
- Business partners (auditing corporations, tax accountant corporations, outsourcing business)
- Those who are able to communicate well and build good relationships with accounting firms

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### Company Description