



## Property accountant | ~15M

**WFH, Performance bonus etc**

### Job Information

#### Recruiter

iWill Capital G.K.

#### Hiring Company

Client is a leading global investment company for logistic facil

#### Job ID

1462764

#### 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

15 million yen ~ 18 million yen

#### Work Hours

9 : 00~17 : 30 (うち、休憩60分)

#### Holidays

(休日): 土、日、祝日

#### Refreshed

June 26th, 2024 04:00

### General Requirements

#### Minimum Experience Level

Over 3 years

#### Career Level

Mid Career

#### Minimum English Level

Business Level

#### Minimum Japanese Level

Fluent

#### Minimum Education Level

Bachelor's Degree

#### Visa Status

Permission to work in Japan required

### Job Description

#### Responsibilities

- Perform NOI analysis and overall trend analysis, and make optimization recommendations to the property management department that manages facilities

- Create PM Report (development properties, J-REIT properties)
- System management and operation of Lease information, which serves as the company's database and information source for other departmental systems ⇒Consignment details: Invoicing, property expense payment

[Rewards and career benefits]

· Since one person is in charge of each transaction, they can be involved in a wide range of tasks, from contract conclusion to operational management during the period and sales.

· In the future, we plan to expand the scope of our work to include not only performance analysis but also NOI income and expenditure forecasting, which is done by other groups (FP&A), so there will be opportunities to acquire further knowledge.

- Because we are a small team, it is easy to express your opinions on what you want to do and suggestions for improvement, and you can be actively involved in improving business operations.

[Assumed position]

Associate/Manager

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## Required Skills

### Qualifications

《Requirements》

- Excel experience required (ability to create PM reports, budgets, income and expenditure management, etc.)
- Person with administrative experience in AM, PM (interim accounting management), back office experience
- University graduate or above

《Preferred conditions》

- PM Report , experienced in budget creation, income and expenditure management/analysis

[What kind of person will match?]

- Those who can perform accurate and efficient administrative processing
- Those with strong communication skills
- People who can take the initiative and carry out work without waiting for instructions, checking with their superiors as necessary. People who are bright and positive.

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## Company Description