



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

January 8th, 2025 05:00

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

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.

Company Description