



Finance Manager | ハイブリット勤務 | 英語を活かす

研修期間中は東京駅のオフィスまでご出社できる方

Job Information

Hiring Company

Gentherm Japan Inc.

Job ID

1480559

Division

Accounting

Industry

Automobile and Parts

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, Chiyoda-ku

Salary

6 million yen ~ 12 million yen

Refreshed

June 26th, 2024 10:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Business Level (Amount Used: English usage about 75%)

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

JOB TITLE: Finance and Sales Analyst

COUNTRY: JAPAN

DEPARTMENT: Accounting

SITE LOCATION: Tokyo

BUSINESS UNIT: ENABLING FUNCTION

EMPLOYEE CLASSIFICATION: Employee

REPORTS TO (TITLE): Chief Accounting

WORKING HOURS: 40

SHIFT: M-F

FT/PT: Full Time

IMPACT and OPPORTUNITY

The Finance and Sales Analyst plays a critical role in the accounting and financial reporting processes for both local and Genterm Group accounting. This role will lead the monthly close process and it will also play a critical role in developing and strengthening the internal controls environment. You will work with a diverse and cross-functional team, domestically and internationally, and have significant interaction with senior management.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

- Performing general accounting duties and activities including but not limited to the processing of local and international payments, and generating third party or intercompany invoices
- Oversee and manage month-end close procedures for local trial balance which is then consolidated on group level in accordance with U.S. GAAP
- Oversee and manage the preparation of monthly, quarterly, and annual financial reports.
- Compile quarterly balance sheet fluctuation analysis
- Prepare journal entries and account reconciliations
- Enforce SOX internal controls, group accounting methods, policies, and principles.
- Intercompany transactions and intercompany monthly reconciliations
- Responsible for the optimization and digitalization of work processes and special topics in accounting
- Main contact for US Group finance team and regional Asia finance team
- Responsible for implementing new Group-wide processes and tools
- Support quarterly external reporting of the Group by preparing accounting and tax reporting packages
- Support local tax compliance with the assistance of Group tax
- Support treasury and controlling teams relating to various business and accounting topics
- Assist with cash flow forecasting
- Assist with special and ad-hoc projects, as needed
- Work directly with internal and external auditors to provide analysis and required audit support

TRAVEL: Less than 5%

LEADERSHIP RESPONSIBILITIES: Drive the pure finance and sales finance functions at the location

COMPETENCIES:

- Deliver Results
 - o Understand the mission and output of your team; set SMART objectives and deliver
- Drive Change
 - o Focus on agility and commitment to continuous improvement; Understand and act on internal and external drivers of change
- Build Capability
 - o Foster a culture of learning and development; Support individual growth through continuous feedback to achieve personal and professional goals
- Cultivate Innovation
 - o Openly embrace, create, implement and support new and innovative ideas, processes and technology that deliver business results

company culture:

- Entrepreneurship mindset.
- Positive mindset.
- Think and act by yourself instead of relying on others.
- Ability to work independently and also as a teamwork.
- Ability to proactively communicate with people.
- Have common sense in line with the times.
- Correct understanding and responsible behavior regarding DEI/LGBT.

Required Skills

MINIMUM QUALIFICATIONS:

- Degree in finance, accounting or equivalent
- Minimum of 7 years of accounting experience ideally including both public accounting and corporate experience
- 5+ years of experience in a multinational company
- High level of competency and proficiency in U.S. GAAP and HGB, including preparation of HGB financial statements
- Experience working with ERP systems (SAP preferred)
- Profound English skills

PREFERRED QUALIFICATIONS:

- Knowledge of design and execution of internal controls
- Excellent organizational and analytical skills
- Process oriented with significant attention to detail
- Independently motivated to research and problem solve
- Ability to work both independently and as part of a team
- Ability to prioritize and execute tasks in a high-pressure environment
- Excellent oral and written communication skills
- Ability to identify and drive continuous improvement initiatives that improve the efficiency and effectiveness of various

financial and business processes

- Ability to manage staff to accomplish objectives
- Ability to effectively communicate with all levels of the organization including senior leadership and external auditors
- Understanding of Group consolidation

Company Description