



Finance Manager ◆ワークライフバランス充実：リモート可/フレックス/残業少なめ

<外資系>北欧スウェーデンに本社を構える、世界トップクラスの土木鉱山機械メーカー

Job Information

Hiring Company

[Epiroc Japan KK](#)

Job ID

1486059

Industry

Civil Engineering and Construction

Company Type

International Company

Job Type

Permanent Full-time

Location

Kanagawa Prefecture, Yokohama-shi Nishi-ku

Train Description

Minatomirai Line, Minatomirai Station

Salary

8 million yen ~ 11 million yen

Refreshed

July 12th, 2024 12:09

General Requirements

Minimum Experience Level

Over 6 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

Job Description of Assistant Business Controller, Yokohama Japan

As Finance Manager you will be reporting to the Regional Business Controller. The scope of the work focus on the activities for the local sales company Epiroc Japan KK.

The areas of responsibility includes an overall responsibility for the local finance function (covering the accounting tasks, tax-reporting, credit control, bank structure, external audit coordination etc.).

In the role you will also be supporting the Management team in proactively driving the business from a business control perspective. An important part of the role will be liaisons with management at divisional level and group functions.

Mission

Supporting and driving the Business Control processes for the entity.
As Business Controller you should:

- Through accurate, relevant and timely business & financial analysis, support general management in making effective business decisions.
- Secure that adequate internal control processes are in place and that Epiroc processes are implemented.
- Participate in business activities and thereby actively contribute in developing the business in accordance with the strategy and targets.
- Raise "red flags" to management whenever compliance with sound business principles are at risk.

Responsibilities and Objectives

In this role you will be expected to focus on the local reporting and accounting function, and perform business control tasks at the entity. The job tasks will include below principal duties:

- Prepare accurate monthly, quarterly, and annual financial reports. Ensure these reports clearly reflect the financial status of the company, analyzing variations from budgets and forecasts.
- Budgeting and Forecasting: Lead the budgeting and financial forecasting processes. Work with various department heads to prepare budgets and periodic forecasts, advising on financial planning and risk management.
- Ensuring that the accounting tasks are performed accurately and on time.
- Ensure that local tax reporting requirements are performed, following up with and collaborating with the consultant supporting the local tax filing.
- Oversee the banking tasks at the entity, being the main point of contact for the core and local bank used.
- Review the local accounting tasks, confirming that adequate internal control procedures are in place.
- Take on the credit control tasks for the entity.
- Accommodate external audits and group internal audits, coordinating these tasks for the entity. Also lead tasks as annual self-assessment and risk assessment on instructions of the group internal control function.
- Review and approve the Monthly, Quarterly and Yearly reporting in the group reporting system (ECS), and ensure on time reporting with good quality.
- Prepare month-end adjustments, follow the result and ad-hoc issues in order to achieve well managed figures for the reporting.
- Proactively report the financial result to the Regional Business Controller and Regional General Manager, supporting in the preparation for divisional business reviews.
- Perform periodical review of the Balance Sheet Reconciliation.
- As needed participate in ad-hoc projects such as for investment applications or system implementations.
- Manage three members.

Required Skills**Experience Requirements**

- Solid background in Finance / Accounting (+5 years). Earlier experience in business control a merit.
- Experience of working in an international environment and with group reporting.
- Experience in people management (and management of staff).
- Experience of ERP systems and ERP roll-outs a merit.

Knowledge

- Strong general accounting skills, being well acquired to both Japanese accounting standards and knowledge in IFRS.
- Fluent in Japanese and English is a must.
- Strong English skills, for communication both orally and written.
- Advanced level for Excel.

Education Requirements

- University degree in finance or accounting.

Personality requirements

- Able to work against fixed deadlines and complete the reporting tasks on time.
- Ability to lead and motivate others.
- Good planning and personnel management skills.
- Analytical mind-set.
- High level of commitment towards the work.
- Proactive and able to take-on and manage new tasks.
- Strong cooperation and communication skills.

Employment type : Permanent

Location: Minato-mirai, Yokohama

Working hours: 9.00 – 17:30

*Flex time system scheduled to start in July

Work from home: available(up to 3 days per week)

Compensation: up to 11 million including bonus + defined contribution pension plan

Company Description