



## AP Sr Specialist

外資ヘルスケアでの募集です。 経理（非上場）のご経験のある方は歓迎です。

### Job Information

**Recruiter**

JAC Recruitment Co., Ltd.

**Hiring Company**

外資ヘルスケア

**Job ID**

1494079

**Industry**

Medical Device

**Company Type**

International Company

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

7 million yen ~ 9 million yen

**Work Hours**

09:00 ~ 17:30

**Holidays**

【有給休暇】初年度10日以上 ※入社月により異なります ※入社2年目は14日付与 【休日】完全週休二日制 年末年始 特別休暇・...

**Refreshed**

September 12th, 2024 16:09

### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Native

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

【求人No NJB2252119】

Review and process 3rd party payments to ensure accuracy and compliance with company policies.

Prepare Cheque and Tax related payments ensuring timely and accurate processing.

Perform month end closing for AP ensuring all financial transactions are accurately recorded and reported.

## Required Skills

### ■Qualifications:

Bachelor's degree in Finance or Accounting with a strong background in the field.

Minimum of 3 years of confirmed experience in accounts payable or a related area demonstrating a solid understanding of accounting principles.

Strong communication skills in both English and Japanese

---

## Company Description

ご紹介時にご案内いたします