

# Michael Page

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## AP Accounting Manager

### AP Accounting Manager

#### Job Information

**Recruiter**
[Michael Page](#)
**Job ID**

1508263

**Industry**

Retail

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

9 million yen ~ 11 million yen

**Work Hours**

Flexible working hours, core time 11:00-14:00

**Refreshed**

December 6th, 2024 19:00

#### General Requirements

**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

As AP Accounting Manager you oversee and manage the accounts payable process, ensuring accurate and timely processing of invoices, maintaining vendor relationships, and enforcing financial controls and policies.

#### Client Details

Our client is a large organisation in the FMCG industry. With a global presence, they are known for their high-quality products and commitment to excellence. Based in Tokyo, they offer an international work environment where innovation is encouraged.

#### Description

- Manage and lead the AP accounting team.
- Ensure accuracy and timeliness of all financial procedures.
- Oversee all accounts payable operations.
- Develop and implement accounting policies and procedures.

- Collaborate with other departments to streamline processes.
- Ensure compliance with financial regulations and standards.
- Prepare financial reports and forecasts.
- Promote a positive and productive work environment within the team.

#### **Job Offer**

- An estimated salary range of 9,100,000 - 11,500,000 JPY.
- Benefits including discounts, insurance, bonus, and pension.
- Financial Benefits such as Wedding Money, Birth Gift Money.
- Sponsorship for Gym Membership and Language Classes.
- Enjoyment of many company events like Hanami or New Year party.

A position as an AP Accounting Manager in our Tokyo office offers not just a job, but a career in a progressive FMCG company. We encourage those who meet the requirements to apply.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Saki Kanematsu at +81 3 6832 8904.

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#### **Required Skills**

A successful AP Accounting Manager should have:

- Proficiency in English and Japanese.
- Strong knowledge of AP accounting.
- Experience in people management.
- Excellent analytical and problem-solving skills.
- Ability to work in a fast-paced environment.
- Degree in Accounting, Finance, or related field.

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