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AP Accountant

AP Accountant international project

Job Information

Recruiter
[Michael Page](#)
Job ID

1509572

Industry

Healthcare, Nursing

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

5 million yen ~ 7 million yen

Refreshed

December 11th, 2024 17:09

General Requirements

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Fluent

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

We are searching for a dedicated Accounting expert with a strong background in Accounts Payable to join our international team in the Health care industry in Tokyo.

Client Details

Our client is a leading international organisation with a significant presence across the globe. They are a large organisation, committed to providing top-notch health care solutions to clients and improving the lives of individuals worldwide.

Description

- Manage and process payments
- Ensure accurate and timely invoice processing
- Handle and resolve payment-related queries and issues with internal and external stakeholders
- Liaise with other departments for payment-related matters
- Maintain and update payment records
- Comply with standard operating procedures and payment policies
- Support other accounting tasks as needed
- Contribute to team efforts to achieve department goals

Job Offer

- Competitive salary package around 5,000,000 JPY to 7,000,000 JPY with a 10% variance
- Comprehensive health insurance
- Wellness benefits including gym membership and language class support
- Bonus incentives
- An opportunity to grow and develop in a large international health care organisation

We are excited to welcome you to our team in Tokyo. If you are a passionate Accounting topics and looking to make a difference in this multinational project, we look forward to receiving your application.

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.

Required Skills

A successful candidate should have:

- First experience in AP Accounting
- Good fluency in English and Japanese
- Good understanding of payment processes and policies
- Proficiency in using accounting software
- Ability to work effectively in a team
- Strong attention to detail
- High level of integrity and confidentiality

Company Description

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