



www.michaelpage.co.jp

Regulatory Reporting - Osaka

Regulatory Reporting - Osaka

Job Information

Recruiter

Michael Page

Job ID

1519036

Industry

Securities

Job Type

Temporary

Location

Osaka Prefecture

Salary

Based on hourly rate

Refreshed

February 3rd, 2025 14:32

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

Will join the operational risk and regulatory control department of the global financial services firm. This position will be mainly responsible for regulatory reporting, client capital segregation, data management/reconciliation and inquiry handling.

オペレーショナルリスクおよび規制管理部門に所属し、規制報告関連業務、データ管理および照合、問い合わせ対応などを行う。

Client Details

Global financial services firm based in the US that provides investment banking, security services, and trading solutions.

米国を拠点とするグローバルな金融機関で投資銀行業務、証券サービス、および取引ソリューションを提供しています。

Description

- **Regulatory Reporting:** Prepare, draft and submit external reports (approximately 50 types of reports prepared monthly, quarterly, semi-annually, and annually).
- **Disclosure of Interests:** Handle tasks related to the preparation and submission of large shareholding reports.

- **Client Capital Segregation:** Perform calculations and regulatory reporting related to the segregation of client and company assets. Review balance reports associated with audits of client capital, and support internal and external audits regarding segregation management.
 - **Data Management and Reconciliation:** Conduct reconciliations and calculations using Excel and Access, ensuring data accuracy and regulatory compliance.
 - **Electronic Records Management:** Create and maintain electronic records in compliance with company and regulatory standards.
 - **Material Preparation and Management:** Prepare and organise materials and reports using Word, Excel, and PowerPoint.
 - **Inquiry Handling:** Respond to inquiries from regulatory authorities, external auditors, and internal stakeholders.
-
- 規制報告: 外部報告書の準備、作成、提出 (毎月、四半期ごと、半年ごと、年間で約50種類の報告書を作成)
 - 利益の開示: 大株主報告書 (大量保有報告) の作成および提出に関する業務
 - 顧客資産の分別管理: 顧客資産と会社資産の分別に関連する計算および規制報告の実施。残高報告書をレビューし、内部および外部の監査をサポート
 - データ管理および照合: ExcelおよびAccessを使用して、データの計算および照合を行う
 - 資料の準備および管理: Word, Excel, PowerPointを使用して資料および報告書を作成・管理
 - 問い合わせ対応: 規制当局、外部監査人、内部の利害関係者からの問い合わせ対応

Job Offer

- Commuting fee fully covered
 - Long-term
-
- 交通費全額支給
 - 長期派遣

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Aino Takagaki at +81368328913.

Required Skills

- Operation experience in Financial Services
 - Ability to read and write in English
-
- 金融機関でのオペレーション経験
 - 英語: 読み書きレベル

Company Description

Global financial services firm based in the US that provides investment banking, security services, and trading solutions.