



PR/117824 | Assistant Manager – Internal Audit (Japanese Speaking)

Job Information

Recruiter

JAC Recruitment UK

Job ID

1522119

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

United Kingdom

Salary

Negotiable, based on experience

Refreshed

February 18th, 2025 10:12

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Position: Assistant Manager – Internal Audit (Japanese Speaking)

Reporting to: General Manager – Internal Audit

Location: London (Hybrid working)

Salary: up to GBP 58K

Duties and Responsibilities:

Under the direction of the Audit Department in Japan HQ, and working closely to the reporting manager, GM of the EMEA Regional Internal Audit. Main responsibilities include

- Promoting operational infrastructure development to strengthen internal controls of the Group companies in the EMEA region.
- Internal control (J-SOX) evaluation work for European Group companies

- Business audits of European Group companies (including audit support for corporate auditors)
 - Other general assistance and ad hoc duties will be required.
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- Regular business trip will be required

Required Core Skills:

Experience in accounting or auditing (auditing firms, Japanese companies, etc.) are desirable.

- ACCA (Association of Chartered Certified Accountants) or ACA (Associate of the Chartered Accountants) qualification holder or equivalent level of knowledge and experience is desirable.
- Fluency (both written and spoken) in both English and Japanese.
- Writing reports in Japanese and English is required.
- Main place of work is London
- Willing to travel
- Outstanding attention to detail with a high level of accuracy.
- Understand different cultures and work in a diverse and multinational environment.
- Strong communicator with confidence and maturity to liaise with all levels within the organisation.
- Ability to prioritise own workload to ensure that all deadlines are met.

General Tasks and Skills:

1. Finance

- To be cost effective in all contracts and purchasing undertaken by the Company.
- Proactively look to take cost out of department / business through efficiency and automation.

2. Quality and Compliance

- Compliance with Processes.
- Compliance with Policies and Procedures.
- Partaking of all corporate requirements e.g. ISM, Antibribery & Corruption, Competition Law

3. Administrative / Miscellaneous

- General administration
- Undertaking of any project within the skill set of the position
- Attendance of required training
- Attending a meeting involves travelling

4. Health, Safety and statutory compliance

- Comply with all required policies and procedures (central and local ones).
- Comply with Health & Safety Policies.
- Always keep safety in mind and act in a safe manner.
- Ensure H&S breaches are reported

#LI-JACUK

Company Description