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Accounting Manager - Global Services Firm

Finance Manager

Job Information

Recruiter

Michael Page

Job ID

1532211

Industry

Other (Banking and Financial Services)

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

April 14th, 2025 08:29

General Requirements

Career Level

Entry Level

Minimum English Level

Fluent

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

Our client, a global services firm, is seeking an accounting manager who will be responsible for localizing the accounting function in Japan. This is a people manager role where you will have oversight of a small team and also be involved in client interfacing.

Client Details

Our client is a well-established organization in the service industry. They have a long history globally and recently established an office in Japan. Their Japanese client base is strong and growing rapidly, showing their huge business potential.

Description

- Maintain accurate bookkeeping records for clients and prepare financial reports on a monthly, quarterly, or annual basis, tailored to each client's specific needs.
- Prepare annual statutory accounts, including the consolidation of subsidiaries within the group, ensuring compliance with relevant accounting standards, local regulations, and company policies.
- Oversee internal treasury functions and produce comprehensive reports for management review, ensuring sound financial management practices.

- Serve as a primary point of contact for clients, addressing their accounting and financial concerns, providing regular updates, and ensuring high levels of client satisfaction.
- Provide tax compliance services, liaising with tax representatives to ensure clients meet all statutory requirements. Offer advisory services to clients to optimize their tax positions.
- Assist in coordinating with auditors during audits to provide necessary documentation and clarify accounting procedures, ensuring smooth audit processes.
- Ensure timely billing of accounts and maintain a digital filing system for all accounting records, promoting efficiency and accuracy.
- Lead and mentor the client accounting team as the business grows, fostering a collaborative and high-performing work environment.
- Participate in special projects as assigned by the director, contributing to continuous improvement and innovation within the department.

Job Offer

- Competitive salary and benefits.
- A chance to work in a startup-like environment with the financial backing of a global firm.
- A global work environment.

We encourage all candidates who meet the above criteria and are excited about working in a supportive environment to apply. This is an excellent opportunity for those looking to further their career in the finance space.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Tang Rea on +81368328606

Required Skills

A successful Accounting Manager should have the below qualities:

- A degree or diploma in accounting or a related discipline; CPA qualification is preferred.
- Minimum eight years of relevant experience in a CPA firm or professional services industry, with a strong understanding of corporate accounting and compliance.
- Excellent command of written and spoken Japanese and English.
- Independent, meticulous, proactive, and detail oriented. Strong communication skills with a client-focused approach.
- Self-motivated and capable of adapting to new challenges in a dynamic, growing environment.
- Is enthusiastic about contributing to a team-oriented culture, with the potential to lead and develop others as the team expands.

Company Description

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