



Accounting Manager (10M ~ 11M negotiable), Bonus: 15%

9:00~17:30, No manager experience needed

募集職種

人材紹介会社

アイウィルキャピタル合同会社

求人ID

1217459

部署名

Accounting & Finance

会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

外国人の割合

(ほぼ) 全員日本人

雇用形態

正社員

勤務地

東京都 23区

給与

1000万円 ~ 1100万円

ボーナス

固定給+ボーナス

勤務時間

9:00 ~ 17:30 (7 1/2 hrs), 1 hour break.

休日・休暇

土、日、祝日 | Paid holiday: November (3 days), December (2 days)

更新日

2024年09月14日 03:00

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル (英語使用比率: 10%程度)

日本語レベル

流暢

最終学歴

大学卒 : 学士号

現在のビザ

日本での就労許可が必要です

募集要項

Position Summary

To provide accounting services to client's real estate funds. Responsible for day-to-day level accounting in monthly, quarterly, and annual client's reporting. To support in coordination with the consolidation team in Hong Kong for group reporting purpose and responsible for day-to-day client's relationship management and assist new business onboarding.

- Prepare monthly, quarterly, and end-year financial reporting under Japan GAAP, and oversee accounts payable/receivable, cash receipts, general ledger, revenue and expenditure variance analysis, balance sheet accounts variance analysis, capital assets reconciliations, trust and lender account statement reconciliations, and debt activity
- Monitor and analyze accounting data and produce financial reports and statements
- Coordination with client's appointed auditors. Corporate secretary, fund administrators and all other counter parties both internally and externally to provide full support functions to client. Maintain and create strategic relationship with other external service providers.
- Coordinate completions of annual audits, tax returns and statutory reporting by required deadlines
- Improve systems and procedures, and initiate corrective actions

スキル・資格

Necessary Skills

- Minimum 3 ~ 5 years of accounting/finance professional experience, J GAAP and Japan Tax regulations, and IFRS knowledge is a plus
- Native Japanese and business level English (at least in terms of writing and reading skills) is a must
- BA degree in Accounting or Finance
- Good excel skills is a must, experience in Yardi is a plus
- Strong organizational and analytical skills
- Ability to provide efficient, timely, reliable, and courteous service to customers
- Work under pressure with tight deadline
- Excellent written and verbal communication and interpersonal skills with a customer service focus
- Must be very hands-on, self-starter and proactive with a strong sense of responsibility
- CPA is a plus but not a must

Benefits

- OVERTIME WORK (時間外労働): Limited
- AVERAGE MONTHLY OT (残業月平均): About 40hrs January / February
- SOCIAL INSURANCE (加入保険): 健康保険、厚生年金、雇用保険、労災保険
- HOLIDAYS (休日): 土、日、祝日 Paid holiday: November (3 days), December (2 days), January (2022): +11 days
- OTHER (その他): 9M ~ 10M (negotiable based on experience), Bonus: 15% of annual salary (April), RELO club benefits

会社説明

iWill Capital is a Human Capital Management firm established in 2010. Over the years we have supported numerous multinational clients fill their key positions to help improve their business, and have supported bilingual job seekers enrich their careers predominantly in Tokyo and the greater Asia region.

We partner with our customers to define what top level service means to them, bringing true value and insight into ongoing market changes. We aim to be the first choice in our industry, delivering not only in depth consultation, but event changing results.