



Accounting Manager

募集職種

人材紹介会社

Advisory Group株式会社

求人ID

1465646

業種

小売

会社の種類

外資系企業

雇用形態

正社員

勤務地

東京都 23区

給与

650万円 ~ 700万円

更新日

2024年06月28日 02:00

応募必要条件

職務経験

6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

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

1. General Accounting

- Perform Monthly/Quarterly/Yearly closing
- Monthly Reports/Q-Reports/Ad-hoc Reports
- Complete monthly balance sheet account reconciliations and analysis to ensure accurate financial statements are being reported
- Maintain General Ledger & AR, Review and Post AP/JE vouchers to ensure that all processing and supporting documents are in accordance with company policies, regulations, and US GAAP/J GAAP
- Manage CAPEX depreciation calculation in compliance with US-GAAP & Report to HQ
- Manage Cash flow
- Maintain Inventory Master file and recalculate inventory costing accordingly

2. Tax

- Quarterly and Annual Consumption Tax reconciliation
- Corporate Tax return and Preliminary Corporate Tax report to HQ
- Property tax/Local taxes return and payments

3. Others

- Prepare Internal and External Audit and other statutory reporting requirements
 - Liaise with other departments on various issues
 - Supervise staffs in accounting department to maintain ongoing daily operation
 - Engage in continuous improvement of processes to enhance overall effectiveness and efficiency of operational accounting functions
 - Perform and support ad-hoc projects as required
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スキル・資格

- Over 5 years of accounting/finance experience with a multinational company
 - Degree in Accountancy or equivalent professional qualifications
 - Knowledge of US-GAAP/J-GAAP/Taxes/Oracle and Retail Industry would be a plus
 - Proficient in MS Word, Excel, and Power Point
 - Written & spoken English in order to interact with the Corporate(HQ) and the affiliates including the Regional Head Office
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会社説明