



## Finance Manager | ハイブリット勤務 | 英語を活かす

研修期間中は東京駅のオフィスまでご出社できる方

### 募集職種

#### 採用企業名

ジェンサームジャパン株式会社 (THRM)

#### 求人ID

1480559

#### 部署名

Accounting

#### 業種

自動車・自動車部品

#### 会社の種類

中小企業 (従業員300名以下) - 外資系企業

#### 外国人の割合

外国人 少数

#### 雇用形態

正社員

#### 勤務地

東京都 23区, 千代田区

#### 給与

600万円 ~ 1200万円

#### 更新日

2024年07月17日 01:00

### 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 (英語使用比率: 75%程度)

#### 日本語レベル

ネイティブ

#### 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

**JOB TITLE:** Finance and Sales Analyst

**COUNTRY:** JAPAN

**DEPARTMENT:** Accounting

**SITE LOCATION:** Tokyo

**BUSINESS UNIT:** ENABLING FUNCTION

**EMPLOYEE CLASSIFICATION:** Employee

**REPORTS TO (TITLE):** Chief Accounting

**WORKING HOURS:** 40

**SHIFT:** M-F

**FT/PT:** Full Time

**IMPACT and OPPORTUNITY**

The Finance and Sales Analyst plays a critical role in the accounting and financial reporting processes for both local and Genterm Group accounting. This role will lead the monthly close process and it will also play a critical role in developing and strengthening the internal controls environment. You will work with a diverse and cross-functional team, domestically and internationally, and have significant interaction with senior management.

**ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

- Performing general accounting duties and activities including but not limited to the processing of local and international payments, and generating third party or intercompany invoices
- Oversee and manage month-end close procedures for local trial balance which is then consolidated on group level in accordance with U.S. GAAP
- Oversee and manage the preparation of monthly, quarterly, and annual financial reports.
- Compile quarterly balance sheet fluctuation analysis
- Prepare journal entries and account reconciliations
- Enforce SOX internal controls, group accounting methods, policies, and principles.
- Intercompany transactions and intercompany monthly reconciliations
- Responsible for the optimization and digitalization of work processes and special topics in accounting
- Main contact for US Group finance team and regional Asia finance team
- Responsible for implementing new Group-wide processes and tools
- Support quarterly external reporting of the Group by preparing accounting and tax reporting packages
- Support local tax compliance with the assistance of Group tax
- Support treasury and controlling teams relating to various business and accounting topics
- Assist with cash flow forecasting
- Assist with special and ad-hoc projects, as needed
- Work directly with internal and external auditors to provide analysis and required audit support

**TRAVEL:** Less than 5%

**LEADERSHIP RESPONSIBILITIES:** Drive the pure finance and sales finance functions at the location

**COMPETENCIES:**

- Deliver Results
  - o Understand the mission and output of your team; set SMART objectives and deliver
- Drive Change
  - o Focus on agility and commitment to continuous improvement; Understand and act on internal and external drivers of change
- Build Capability
  - o Foster a culture of learning and development; Support individual growth through continuous feedback to achieve personal and professional goals
- Cultivate Innovation
  - o Openly embrace, create, implement and support new and innovative ideas, processes and technology that deliver business results

**company culture:**

- Entrepreneurship mindset.
- Positive mindset.
- Think and act by yourself instead of relying on others.
- Ability to work independently and also as a teamwork.
- Ability to proactively communicate with people.
- Have common sense in line with the times.
- Correct understanding and responsible behavior regarding DEI/LGBT.

**スキル・資格**

**MINIMUM QUALIFICATIONS:**

- Degree in finance, accounting or equivalent
- Minimum of 7 years of accounting experience ideally including both public accounting and corporate experience
- 5+ years of experience in a multinational company
- High level of competency and proficiency in U.S. GAAP and HGB, including preparation of HGB financial statements
- Experience working with ERP systems (SAP preferred)
- Profound English skills

**PREFERRED QUALIFICATIONS:**

- Knowledge of design and execution of internal controls
- Excellent organizational and analytical skills
- Process oriented with significant attention to detail
- Independently motivated to research and problem solve
- Ability to work both independently and as part of a team
- Ability to prioritize and execute tasks in a high-pressure environment
- Excellent oral and written communication skills
- Ability to identify and drive continuous improvement initiatives that improve the efficiency and effectiveness of various

financial and business processes

- Ability to manage staff to accomplish objectives
- Ability to effectively communicate with all levels of the organization including senior leadership and external auditors
- Understanding of Group consolidation

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会社説明