

MichaelPage

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Accounting & Administration Manager

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募集職種

人材紹介会社

マイケル・ページ・インターナショナル・ジャパン株式会社

求人ID

1508632

業種

銀行・信託銀行・信用金庫

雇用形態

派遣

勤務地

東京都 23区

給与

時給制

更新日

2024年12月10日 14:38

応募必要条件

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

We are seeking a dedicated Accounting & Administration Manager at global bank based in Europe. This role involves managing a variety of financial and administrative tasks to ensure the smooth running of operations.

Client Details

A large organisation in the financial services industry. Their global reach extends to various markets, offering a diverse range of services to customers and clients. With a strong focus on innovation and customer service, the company holds a reputable position in the industry.

Description

- Support daily financial controls, accounting operations, and reconciliations
- Support the enhancement of existing processes and procedures
- Support Head Office reporting and relevant analysis
- Participate in HO and/or APAC led projects and fulfil ad hoc assignments.
- Support office/HR administration tasks

Job Offer

- High earning possibility.
- Chance to utilize CPA knowledge and skills.
- Global environment.
- Pleasant office space.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Aino Takagaki at +81368328913.

スキル・資格

- 5+ years of relevant experience
 - Degree or above in Accounting disciplines
 - Member of CPA/ACCA or equivalent professional qualifications
 - Good knowledge of financial reporting (IFRS and local JMIS) and corporate and investment banking products/services.
 - Experience in Managerial reporting and Budget & Control.
 - Fluent level Japanese, Business English (Speaking/Writing)
 - Proficient with accounting systems/platforms and financial regulations.
 - Flexible; ok to double-hat or sometimes triple-hat if required due to small team.
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会社説明

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