

MichaelPage

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## AP Accountant

## AP Accountant international project

## 募集職種

## 人材紹介会社

マイケル・ペイジ・インターナショナル・ジャパン株式会社

## 求人ID

1509572

## 業種

福祉・介護

## 雇用形態

正社員

## 勤務地

東京都 23区

## 給与

500万円 ~ 700万円

## 更新日

2024年12月11日 17:09

## 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

短大卒：準学士号

## 現在のビザ

日本での就労許可は必要ありません

## 募集要項

We are searching for a dedicated Accounting expert with a strong background in Accounts Payable to join our international team in the Health care industry in Tokyo.

## Client Details

Our client is a leading international organisation with a significant presence across the globe. They are a large organisation, committed to providing top-notch health care solutions to clients and improving the lives of individuals worldwide.

## Description

- Manage and process payments
- Ensure accurate and timely invoice processing
- Handle and resolve payment-related queries and issues with internal and external stakeholders
- Liaise with other departments for payment-related matters
- Maintain and update payment records
- Comply with standard operating procedures and payment policies
- Support other accounting tasks as needed
- Contribute to team efforts to achieve department goals

**Job Offer**

- Competitive salary package around 5,000,000 JPY to 7,000,000 JPY with a 10% variance
- Comprehensive health insurance
- Wellness benefits including gym membership and language class support
- Bonus incentives
- An opportunity to grow and develop in a large international health care organisation

We are excited to welcome you to our team in Tokyo. If you are a passionate Accounting topics and looking to make a difference in this multinational project, we look forward to receiving your application.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Saki Kanematsu at +81 3 6832 8904.

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**スキル・資格**

A successful candidate should have:

- First experience in AP Accounting
- Good fluency in English and Japanese
- Good understanding of payment processes and policies
- Proficiency in using accounting software
- Ability to work effectively in a team
- Strong attention to detail
- High level of integrity and confidentiality

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**会社説明**

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