



高級ブランドでのTreasury Assistant Manager

Job Information

Recruiter

ALBERTO K.K.

Hiring Company

有名外資系消費財企業

Job ID

1325117

Industry

Retail

Company Type

Large Company (more than 300 employees) - International Company

Non-Japanese Ratio

Majority Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

6 million yen ~ 8 million yen

Work Hours

フレックス制、在宅制度あり

Holidays

土日祝日

Refreshed

February 11th, 2026 04:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level (Amount Used: English usage about 75%)

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

E commerce & Client Service Center regular operations

- Develop, monitor, and execute a clear plan for delivering two strategic objectives:

- Maximizing Credit Card Acceptance Rate
- Minimizing Fraud/ Chargebacks
- Monitor real time queues and identify high risk transactions within the business
- Account receivable management for EC, including aging follow up and refund

Company regular operations

- Oversee and assists in the investigation of all chargebacks and fraud transactions deriving from E-commerce and from the Retail business
- Maintain fraud analysis models to improve efficiency & effectiveness of systems. Identifies weaknesses of current control process and recommends enhancements to mitigate fraud risk while balancing customer experience and operational impacts
- Successfully manages all 3rd parties in charge of chargebacks investigation and fraud management
- Maintains strong partnership with Finance, Client Service Center, E-Commerce, and Retail Operations in order to ensure seamless omni-channel approach & execution
- Analyze trends in key performance indicators, explains variances % recommends remedial actions to stakeholders. Extremely proactive communicator willing to raise flags when needed & keep all relevant stakeholders well informed of ongoing risk or fraud related activities
- Reports KPI's in a timely manner

Company projects

- Assist with the implementation of new processes and software solution related to fraud prevention/detection and payments
- Create education and training materials for store staff on common fraud trends and techniques
- Distribute periodic fraud awareness messages and bulletins
- Provide strategic and implementation support for Japan payment strategy for retail/ecommerce

Required Skills

- 5-10 Years work experience required
- Chargeback/fraud experience a must. Fraud related certification is a plus
- Experience working with CyberSource is a plus
- Strong knowledge of the fraud management life cycle and industry trends
- Proficient in Excel
- A consistent track record for high accuracy with detail orientation & data reporting precision
- Must have an inquisitive nature with a strong analytic background
- Ability to work in a time sensitive environment
- Ability to prioritize and multi-task in a highly complex work environment
- Excellent verbal and written communication skills
- Entrepreneurial drive
- Ability to take initiative and work independently at times
- Ability to maintain confidentiality and to exercise discretion and professionalism with sensitive information
- Strong relationship/partnership skills
- Ability to work effectively in a remote environment
- Native level of Japanese, Intermediate to Advanced level of English
- Bachelor's Degree from a four-year college/university

Company Description

アルバートリクルートメントについて

アルバートリクルートメントは、中小企業からフォーチュン500に入る大企業まで様々なクライアントへ人材を紹介しております。

法律に特化した人材紹介会社として2011年「リーガルインテル」を創業。法務領域のプロフェッショナルとしてサービスを提供してきましたが、他領域への紹介依頼も増え、経理財務領域のサービスを開始いたしました。

創業10周年を迎え、さらなる事業拡大のため「アルバートリクルートメント」へ社名を変更し、現在は「法務、経理・財務、セールス」の3つの領域を専門としております。

弊社では専門性の高いサービスを提供することを心掛けており、多くの企業・求職者の皆さまから評価を頂いております。1名のコンサルタントが企業側・求職者側、両方の窓口を一括して担当し、的確な情報を提供し迅速に対応いたします。

詳しくは弊社のウェブサイトをご覧ください。

www.alberto-recruitment.com