

エグゼクティブアカウンタント(上級経理職)/Executive Accountant

日英バイリンガル環境 | 月次~連結決算 | 上場準備フェーズで実力を発揮

Job Information

Recruiter

Advisory Group K.K.

Job ID

1465642

Industry

Other (Banking and Financial Services)

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

8 million yen ~ 8.5 million yen

Refreshed

November 14th, 2025 14:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

JGAAP・IFRS・IPO対応に携わる上級経理ポジション

急成長中の企業にて、国内外の財務報告・税務・監査対応など、幅広い会計業務を担う経理エグゼクティブを募集します。 JGAAPおよびIFRS対応、IPO準備に関わる貴重な経験を積むことができるチャンスです。

主な業務内容

- 月次・四半期・年次決算の作成、およびJGAAPに基づく連結財務諸表作成の補助
- IPO準備の一環として、有価証券報告書の作成支援(金融商品取引法対応)
- J-SOX導入および内部統制対応のサポート
- 補助金・助成金関連の報告対応

- IFRS第2号(株式ベース報酬)に関する連結グループ報告サポート
- 経費精算、伝票処理、元帳管理、口座残高照合(日本・シンガポール法人対象)
- インボイス発行、インターカンパニー取引の照合
- 送金管理、税務申告・納税サポート
- 各部署と連携した予算分析・プロジェクト情報の提供
- その他アドホック業務

IPO準備やグローバル基準での経理に挑戦したい方、ご応募をお待ちしております。

Drive High-Level Accounting in a Global, Pre-IPO Environment

JGAAP + IFRS / Bilingual Reporting / Cross-Border Responsibilities

We are seeking a hands-on, experienced accounting professional to join a fast-growing organization in the middle of IPO preparation. This role is perfect for those who want to work across Japan and international entities, managing financial reporting, audit support, and process control under both JGAAP and IFRS standards.

Key Responsibilities

- · Prepare monthly, quarterly, and annual financial statements under JGAAP
- Assist in preparing consolidated reports and securities filings (FIEA compliance)
- · Support internal controls and J-SOX implementation
- · Support grant and IFRS 2-based group reporting
- Review expense claims and reconcile accounts (Japan + Singapore entities)
- Handle invoicing, intercompany reconciliations, and remittances
- · Assist in tax filings and payments
- · Collaborate with other teams to provide data for budgeting and projects
- Ad hoc tasks as needed

If you're ready to take your accounting career global and strategic, this is the opportunity for you. Apply today.

Required Skills

応募要件

- 会計·経理実務経験5年以上(JGAAP/IFRS対応経験者優遇)
- IPO準備企業や上場企業での勤務経験があれば尚可
- 公認会計士資格、日商簿記2級以上歓迎
- 日英バイリンガル(英語・日本語ともにビジネスレベル)
- 高い倫理観と信頼性を持ち、ガイドラインを体現できる方
- ExcelまたはGoogleスプレッドシートに精通している方
- 自立性と協調性を兼ね備えた方、課題に粘り強く向き合える方

Requirements

• 5+ years of accounting or financial reporting experience

- Experience with JGAAP and/or IFRS preferred
- Experience in IPO preparation or publicly listed companies is a plus
- CPA or Nissho Boki Level 2+ is a plus
- Fluent in both Japanese and English
- Strong Excel or Google Sheets skills
- Highly ethical, dependable, and goal-driven
- Strong communication and cross-functional collaboration skills

Company Description