



## FINANCE & ACCOUNTING LEAD

都内WeWork勤務/グローバルホスピタリティ企業/経験者優遇

### Job Information

**Hiring Company**

inthehood, LLC

**Subsidiary**

Dash Living

**Job ID**

1514439

**Industry**

Real Estate Brokerage, Management

**Company Type**

Small/Medium Company (300 employees or less)

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards, Minato-ku

**Train Description**

Yamanote Line, Shinbashi Station

**Salary**

7 million yen ~ 9 million yen

**Salary Bonuses**

Bonuses paid on top of indicated salary.

**Refreshed**

July 9th, 2025 02:00

### General Requirements

**Minimum Experience Level**

Over 6 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level (Amount Used: English usage about 50%)

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

#### ABOUT THE JOB

To empower "living" in a connected world!

Dash Living is Asia Pacific's new generation of rental solutions in Hong Kong, Singapore, Tokyo, and Sydney. We are creating a global accommodation community through sharing economies, tech, and unique tenant experiences, empowering discerning urban professionals to live and thrive in the most expensive cities in the world. Founded in 2014, venture capital backed by MindWorks Ventures, Grosvenor, Taronga Ventures, and more.

IntheHood is a homegrown Japanese hospitality group established in 2015 by a group of passionate individuals from around the world. In August 2022, IntheHood joined the family of Dash Living. We want to challenge the way travelers view Tokyo's diverse neighborhoods through local eyes and unique storytelling.

We seek a Finance and Accounting lead to join our expanding team. The ideal candidate should be self motivated, passionate, and knowledgeable in accounting and finance principles. Now is the time to evangelize, introduce, and promote the Co-living concept in Japan!

#### **WHAT YOU'LL DO**

- Lead the finance team for day-to-day operational finance including bookkeeping, account receivables and accounts payables.
- Manage and optimize manpower and processes to deliver the above.
- Prepare and review monthly financial reports, including income statements, balance sheets, and cash flow statements.
- Generate monthly property level reports to satisfy the requirements from internal and external stakeholders.
- Communicate with internal and external stakeholders to rectify issues and improve processes.
- Assist in preparing annual and property level budgets.
- Responsible for statutory audit and corporate tax requirements.
- Ensure financial records are compliant with policies and procedures.
- Responsible for the performance and personal development of your subordinates.
- Support ad-hoc projects assigned by the management, such as pre-opening of new buildings

#### **WHAT WE OFFER**

- Being a passionate creator and influencing Japan's hospitality market
- Ability to experience other business functions and room for growth within
- Immersion in a dynamic entrepreneurial environment
- Bottomless artisanal coffee, tea, and beer!
- Flexible working locations throughout the city
- Networking and meeting guests from around the world

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#### **Required Skills**

#### **WHAT WE'RE LOOKING FOR**

- Excellent communication skill and leadership
- Strong analytical skills and critical thinking skill
- A growth and start-up mindset
- Ability to priorities under pressure
- 5+ years experience in the financial accounting field and 3+ years experience in a similar position.
- Bachelor Degree in Accounting or Finance related disciplines
- Japanese: Business level
- English : Business level or equivalent to TOEIC 800 and up is preferred

Interested talents please send a full resume with your current and expected salary by clicking "Apply Now". Good luck!

Personal Information Collection Statement-Applicants' personal information will be used for recruitment and employment matters only; information will be kept in strict confidence; information of unsuccessful applicants will be shredded after the recruitment process; subject to provisions under the Personal Data (Privacy) Ordinance, applicants have right to access and make corrections of their personal data.

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#### **Company Description**