

# Associate Director, Fund Accounting

### Job Information

### **Hiring Company**

SS&C Technologies Holdings

#### Subsidiary

SS&C Technologies

#### Job ID

1523926

#### Division

**Fund Accouting** 

#### Industry

Other (IT, Internet, Gaming)

#### **Company Type**

Large Company (more than 300 employees) - International Company

### Job Type

Permanent Full-time

### Location

Tokyo - 23 Wards

#### Salary

Negotiable, based on experience

### Salary Bonuses

Bonuses paid on top of indicated salary.

#### Refreshed

November 21st, 2025 12:00

## General Requirements

# Minimum Experience Level

Over 10 years

## Career Level

Mid Career

# Minimum English Level

**Business Level** 

# Minimum Japanese Level

Fluent

## **Minimum Education Level**

High-School

### Visa Status

Permission to work in Japan required

## Job Description

Title: Associate Director, Fund Accounting

Country: Japan

**Language:** Japanese Language proficiency is Mandatory **Work Model:** Hybrid [6-8 days' work from office in a month]

**Job Description** 

- Prepares a variety of fund reports for clients including: cash forecasts, Net Assets Values (NAVs), yields, distributions, reconciliation, and other fund accounting output.
- Updates and reviews trading, general ledger activity and pricing of funds.
- Prepares and reconciles trial balances for assigned funds and prepares reconciliation of fund records to custodians and transfer agents.
- · Reviews complex investments and/or funds which may include international, fixed income, or derivatives securities.
- Manager of staff leaders for multiple departments, or manager of professionals who work on issues that require indepth knowledge or specialized skills. Exercises wide-latitude to make decisions to achieve defined goals.
- Establishes operational objectives and provides strong tactical leadership. Coordinates with senior management or executives on critical cross-departmental or functional issues, removing barriers to operational success.
- Participates in the development and implementation of company policies. Accountable for the results of one or more departments.

### Required Skills

- Minimally requires a Master's degree and 10 years of related experience, or Bachelor's degree and 12 years of related experience, or high school degree and 14 years of related experience.
- Japanese Fluency is mandatory.

# Company Description