



PR/118044 | Financial Reporting Coordinator (Japanese speaking)

Job Information

Recruiter[JAC Recruitment UK](#)**Job ID**

1543399

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

United Kingdom

Salary

Negotiable, based on experience

Refreshed

June 3rd, 2025 10:36

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Our manufacturing client is seeking a Japanese speaking coordinator to join their team.

If you're looking for an opportunity to grow within the group, please check below.

Location: South East England

Title: Financial Reporting Coordinator

Salary: Competitive depends on experience + Benefit

Key Responsibilities:

- Translate financial statements and reports from English to Japanese and vice versa
- Collaborate closely with the finance team to ensure accurate reporting
- Handle ad hoc projects and reports, involving translation and financial analysis
- Liaise with Japanese-speaking stakeholders for financial discussions and clarifications
- Keep abreast of changes in financial regulations and reporting requirements that may affect the company

Qualifications:

- Proficiency in speaking and writing in both Japanese and English
- 1-2 years working experience in business setting
- Advanced skills in Microsoft Excel and other financial software
- Strong communication skills

We regret to inform applicants that only shortlisted candidates will be notified. Thank you for your understanding.

Company Description