



Accountant

半導体関連メーカー（世界シェアNo.1）での募集です。財務のご経験のある方は...

Job Information

Recruiter

JAC Recruitment Co., Ltd.

Hiring Company

半導体関連メーカー（世界シェアNo.1）

Job ID

1551461

Industry

Electronics, Semiconductor

Company Type

International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

5 million yen ~ 7 million yen

Work Hours

09:00 ~ 17:30

Holidays

【有給休暇】初年度 10日 4か月目から 【休日】完全週休二日制 土 日 祝日 夏季休暇 年末年始

Refreshed

July 24th, 2025 04:00

General Requirements

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

【求人No NJB2277103】

POSITION SUMMARY

Accounting staff for routine maintenance of general accounting systems and daily processing of accounts payable accounts receivable general ledger and employee reimbursement. Support the general affair related jobs.

RESPONSIBILITIES

- Processes of invoices vouchers and postings to general ledger.

- Checks the employee reimbursement and posting to general ledger.
 - Internet banking.
 - Supports monthly / quarterly / annual closing.
 - Develops successful working relationships with other AE departments.
 - Other duties (General affair related) as assigned.
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Required Skills

Skills:

- Ability to work with little supervision.
- Action orientated. Results focused. Highly adaptable.
- Build a professional team atmosphere that focuses on accuracy and efficiency.
- Moderate PC skills including experience on accounting and spreadsheet software.
- English Business Level

Experience:

- Prefer 5+ years of related experience.
- Prefer experience with multi national large companies.
- Experience with SAP is must.

Education:

- Bachelor's degree in accounting or finance.
 - Nissho Boki (Book keeping) 2nd grade or equivalent
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Company Description

ご紹介時にご案内いたします