



## PR/118106 | Global Mobility Officer (Japanese speaking)

### Job Information

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

1552009

**Industry**

Business Consulting

**Job Type**

Permanent Full-time

**Location**

United Kingdom

**Salary**

Negotiable, based on experience

**Refreshed**

July 15th, 2025 10:35

### 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

Company: Consulting firm

Position: Global Mobility Officer (Japanese Speaking)

Location: Central London (Hybrid working)

Salary: Depending on experience

### Responsibilities

Managing UK personal tax matters for Japanese expatriates, including preparing and submitting tax returns and supporting HMRC annual reporting (P11D, ERS, STBV, PSA)

Providing tax consultations for new arrivals

Assisting with HMRC registration and payroll setup, and liaising with HMRC on client-related issues

Supporting payroll calculations for expatriate employees

Collaborating with partners to resolve tax concerns

Translating documents and correspondence between English and Japanese.

#### Requirements

Proficiency in English & Japanese

Experience in Global Mobility is ideal.

Experience in a related field is a plus.

Excellent interpersonal and client service skills

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

**Notice:** By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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#### Company Description