【Controllers Manager】@ Global Joint Venture

Job Information

Recruiter
SPOTTED K.K.

Job ID
1556153

Industry
Internet, Web Services

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
7.5 million yen ~ 10 million yen

Refreshed
March 9th, 2026 02:00

General Requirements

Minimum Experience Level
Over 3 years

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

Key Responsibilities

• Lead monthly, quarterly, and annual closing processes in collaboration with outsource

vendors using OBIC7 and Excel

• Manage MCDR and TMKs from an accounting perspective

• Handle Accounts Payable (AP) and Accounts Receivable (AR) processes, including

invoice verification, payment instructions, and GL coding (50–60% of recurring tasks)

• Review financial statements prepared by outsource vendors (monthly/quarterly) and

provide guidance on accounting treatment (JGAAP/USGAAP)

• Support budgeting (quarterly/annual) and perform variance analysis (monthly)

• Prepare lender reporting, including DSCR tests and waterfall analysis

(monthly/quarterly/annually)

• Approve employee expense reimbursements via TOKIUM

• Conduct accounting analysis for new or ad-hoc transactions

• Review tax filing documents

Required Skills

Experience:

• 5–6+ years of accounting or financial audit experience

• Nissho Boki 3rd grade certification required

Skills:

• Native-level Japanese

• Business-level English (TOEIC 750+ or equivalent)

• Intermediate to advanced Excel proficiency

• Proactive, self-starter, team-oriented, and sociable

• Detail-oriented with the ability to multitask and handle irregular requests

• Quick learner, capable of flexible decision-making

Preferred Qualifications

• Knowledge of fixed asset accounting

• 2–3 years of SPC accounting experience

• Experience in Big 4 accounting firms or equivalent

• JCPA or Japanese Tax Accountant qualification

Company Description