



PR/095931 | Manager, Fund Accounting (Japanese speaking)

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1559111

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

November 4th, 2025 05:00

General Requirements

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

About the Company

Our client is a global investment manager specializing in nature-based real assets and natural capital strategies. With **AUD 11.7 billion** in assets under management across **4.3 million hectares**, the firm oversees a diverse portfolio that includes sustainable timber plantations, conservation areas, carbon finance projects, agriculture, timber processing, and infrastructure.

The company is committed to generating shared prosperity for its clients and the communities it serves, while accelerating the transition to a sustainable future.

Role Overview

Our client is seeking a qualified professional for the newly created position of **Manager, Fund Accounting (Japanese speaking)**. This hands-on role is ideal for someone looking to take on a leadership position in finance, with responsibility for managing outsourced fund administrators and overseeing all fund-related accounting and client financial reporting for a new fund product.

This role is central to the continued success and growth of the fund accounting team and will provide ongoing finance leadership across operations and investment management.

Key Responsibilities

- Review and prepare monthly, quarterly, and annual fund, investor, and board-level reports
- Oversee the work of outsourced fund administrators and tax agents
- Support asset acquisitions and disposals in collaboration with the Investments team
- Assist the Financial Controller in documenting processes and driving standardization initiatives
- Manage financial statement preparation and year-end audit processes, including technical accounting documentation
- Lead budgeting and forecasting processes, including quarterly reforecasts
- Oversee month-end close, treasury, and tax functions for fund entities
- Support performance and return data reporting across various timeframes
- Maintain relationships and reporting with external investors and boards
- Coordinate with property managers to ensure accurate asset-level reporting
- Conduct ad-hoc financial analysis for internal and external stakeholders
- Collaborate with Investor Relations to complete investor reports
- Lead special projects such as process improvements and transaction support
- Evaluate and streamline reporting, finance, and operational processes, with a focus on automation

Qualifications & Experience

- Degree in Accounting, Business, or Finance (undergraduate or postgraduate)
- CA or CPA qualification
- Experience with **Japanese GAAP** and Japanese language proficiency in order to liaise with Japanese shareholders
- Prior experience in a chartered accounting firm is desirable
- Familiarity with fund administrator oversight
- Background in private equity or real assets is preferred
- Advanced Excel skills
- Proven experience at Manager level in an institutional investment management environment
- Strong leadership in finance functions including acquisitions, reporting, and data integrity
- Financial acumen and experience in stakeholder reporting
- Ability to manage all aspects of finance including audit, tax, treasury, budgeting, and forecasting
- Passion for sustainable or responsible investment is highly valued
- Excellent communication skills (written and verbal)
- Strong planning, organization, and documentation abilities
- Constructive feedback and performance culture mindset
- Adaptability to change and ability to manage both routine and ad-hoc tasks
- Calm and supportive demeanor during high-pressure periods

We regret to inform that only shortlisted candidates will be notified.
Appreciate your understanding.

EA: JAC Recruitment Pte. Ltd.
EA Licence: 90C3026
EA Personnel: R24123855
EA Personnel Name: Mei Kamioka

#LI-JACSG #countrysingapore

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Company Description