



Sr. Accountant

外資 サービス系会社での募集です。 経理（非上場）のご経験のある方は歓迎です。

Job Information

Recruiter

JAC Recruitment Co., Ltd.

Hiring Company

外資 サービス系会社

Job ID

1563653

Industry

Amusement, Entertainment

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

7 million yen ~ 8 million yen

Work Hours

09:00 ~ 18:00

Holidays

【有給休暇】有給休暇は入社後6ヶ月目から付与されます 6か月目に10日付与 【休日】完全週休二日制 土 日 祝日 年末年始

Refreshed

October 30th, 2025 16:04

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 NJB2336262】

- ・ Perform the monthly and annual accounting closing on a timely and accurate manner and provide detailed analysis to make sure the well control and tracking
- ・ Liaise with the external accounting firm on monthly statutory bookings tax filings payroll calculation and other matters
- ・ Handling external/ intercompany account receivable and account payable related matters such as customer invoicing customer payment collections supplier invoice approval and payments through ERP/Pay Portal/Bank Transfer
- ・ Handle employee reimbursement validation review and process through the portal
- ・ Validate payroll calculations received from 3rd party and process the payroll payments ensuring accuracy and timely distribution of employee salaries.

- Collaborate with Global team members on intercompany transactions/ accounting issues and challenges. Working towards solutions and process efficiency.

- Handle local tax related tasks including assisting in filing and ensuring compliance with local tax regulations.
- Collaborate with the global team to improve processes and implement best practices in financial management.
- Provide support in budgeting forecasting and financial planning.
- Maintain strong relationships with internal and external stakeholders including auditors and tax authorities.
- Assist with annual audit as required
- Assist in the delivery of Finance projects as required

Required Skills

- At least 5 years of relevant work experience in a global organization in a similar role.
- Good knowledge of USGAAP local GAAP and local taxation regulation
- Strong communication and interpersonal skills with the ability to work effectively with different teams
- Experience in global ERP Workday is a plus
- Excellent verbal and written communication skills in English is a Must

Company Description

ご紹介時にご案内いたします