



Accounting Staff

Job Information

Recruiter

JAC International Co., Ltd.

Job ID

1565764

Industry

Insurance

Company Type

Large Company (more than 300 employees) - International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

9 million yen ~ 12 million yen

Refreshed

April 17th, 2026 07:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

- Ensure accurate and timely completion of IFRS, statutory closing, and reporting tasks globally, including annual reports, regulatory reporting, and tax filing.
- Periodically complete assigned postings, journal entries, and account reconciliations; reconcile and settle intercompany transactions within the affiliated company group.
- Coordinate, transfer, and reconcile data from front-end system interfaces.
- Manage monthly legal entity close submission activities, including posting accruals, deferred acquisition expenses, and other accounting transactions.
- Document the application of policies, procedures, and workflows for assigned responsibilities.
- Archive records to comply with audit and statutory requirements.

- Draft standards to enhance quality and contribute to improving and implementing global operation cycles, processes, and workflows.
 - Support the implementation of global policies and procedures.
 - Manage relationships with third parties, including auditors, business units, tax authorities, and public authorities.
 - Maintain effective communication to manage the offshore team responsible for transactional accounting.
 - Undertake project work as assigned.
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Required Skills

- Accounting expertise and special Industry Knowledge:
 - Possess comprehensive knowledge of local GAAP, IAS/IFRS, regulatory, tax, and other relevant requirements.
 - Exhibit the ability to identify and initiate appropriate actions to resolve issues that may be abstract or ambiguous and ensure thorough follow-through on their remediation.
 - Possess advanced Excel and PowerPoint skills to analyze data effectively and convey messages in a compelling manner.
 - English language skill: Intermediate level.
 - Japanese language skill: Business level.
 - Proficiency in AI skills: A basic understanding of artificial intelligence (AI) and its potential applications in business is essential.
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