



Finance Manager / ファイナンスマネージャー

Hong Kong-listed global firm/Flex-time

Job Information

Hiring Company

Pico Global Services Ltd.

Job ID

1565851

Industry

Other (Advertising, PR, Media)

Company Type

International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Chuo-ku

Salary

6 million yen ~ 8 million yen

Work Hours

9:00–18:00 (Full flextime, no core hours)

Holidays

Weekends, national holidays, paid leave, year-end & New Year

Refreshed

December 24th, 2025 00:00

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

High-School

Visa Status

Permission to work in Japan required

Job Description

«Job Description & Position Highlights»

- Overseeing all financial and accounting operations for the Japanese subsidiary (including monthly closing, analysis, reporting, audit support, and cash management)
- Collaborate with the global headquarters, leveraging English proficiency to strengthen the financial foundation of the Japan office

- Handle a wide range of responsibilities from day-to-day accounting tasks to improvement proposals and team development, with opportunities to advance to a senior management role
- Enjoy a flexible and stable work environment featuring full flex hours without core hours, transportation allowance, and comprehensive social insurance coverage

【Job Responsibilities】

Pico Group is a Hong Kong-listed global organization with offices in 36 cities worldwide.

Pico Japan supports multinational and domestic clients in exhibitions, brand activation, retail and digital solutions.

<Purpose of the Position>

Responsible for overall finance operations of Pico Japan, including financial analysis, monthly closing, reporting to management, audit/tax coordination, budgeting, treasury and cashflow. The role also oversees certain HR / legal / subsidy administrative functions as needed.

- Perform financial analysis and reporting to management
- Lead monthly closing, journal entries, reconciliations
- Coordinate with HK corporate finance teams
- Generate financial statements and management reports
- Monitor cashflow, treasury and hedging
- Analyze discrepancies and recommend solutions
- Prepare materials for annual audit and tax filings
- Expense control and budget monitoring
- Guide and nurture accountants
- Review and improve accounting procedures

<Report to>

Regional Financial Controller

<Career Path>

Opportunity to lead Japan finance and grow to Senior Finance Manager

【Employment Type】

Full-time, permanent

【Salary】

JPY 6,000,000–8,000,000

*Bonus: company scheme, historically near-fixed (~2 months)

【Working Hours】

9:00–18:00 (Full flextime, no core hours)

【Work Location】

Nihonbashi, Tokyo (onsite)

*Telework system exists, but this position is office-based

【Holidays & Leave】

- Weekends, national holidays
- paid leave
- year-end & New Year holidays

【Benefits & Welfare】

- Transportation allowance
- Social insurance coverage

Required Skills

【Requirements】

- 5–10+ years of finance/accounting experience
- Experience in monthly closing and full set accounting
- Leadership of 1–2 team members preferred
- Business-level English & native/business Japanese
- Strong Excel & ERP system experience
- Ability to meet tight deadlines
- Strong communication & problem-solving skills

Company Description