



【～10M】 Bilingual Business Data Analyst (Power BI, Excel)

Global Impact -Influence Across Regions!

Job Information

Recruiter

[Skillhouse Staffing Solutions K.K.](#)

Job ID

1567594

Industry

Insurance

Company Type

Large Company (more than 300 employees) - International Company

Non-Japanese Ratio

About half Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

7 million yen ~ 10 million yen

Work Hours

9:00-17:00 (Mon-Fri) *WFH 1-2 day per week

Holidays

Saturday, Sunday, and National Holidays

Refreshed

December 30th, 2025 17:00

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

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

A world-renowned Life Insurance company is looking for a **Bilingual Business Data Analyst**.

Responsibilities:

- Design and deliver reporting and analytics solutions to support financial planning and business intelligence
- Partner with stakeholders to understand reporting needs and provide data-driven recommendations
- Build governance and monitoring systems for leadership teams
- Create impactful presentations for senior executives
- Develop and maintain dashboards for real-time business performance tracking
- Strengthen backup systems for payment operations
- Analyze and integrate vendor expense data from global systems
- Facilitate internal leadership forums

Why should you apply:

- 3,000-employee global firm environment
- Collaborative culture with smart people in a fast-growing company
- Hybrid working location and flexible work policies and strong work-life balance.

Company Details: One of the largest insurance companies in North America and the 28th largest fund manager in the world based on assets under management (AUM) by global institutional investors. It boasts an exciting, international environment with excellent benefits and work-life balance.

Working Hours: 9:00 - 17:00 (Mon-Fri)

Working Style: Hybrid (2 days of remote work per week)

Holidays: Saturday, Sunday, and National Holidays, Year-end and new year holidays (December 30, December 31, January 2 and January 3), Annual Paid Holiday. For Regular employee, other special holidays are available (e.g. Anniversary Leave, etc.)

Services/Benefits: Social Insurance (Health Insurance, Employees' Pension, Unemployment Insurance, Worker's Accident Insurance), Benefit One, Training system (include Japanese lesson / English lesson), Childcare Leave/Family care Leave, Baby-sitter support program, wiwiw System (Support program for those who take Childcare Leave), Retirement Pension

Required Skills

- Analytical & Consulting Expertise: Minimum 3 years of experience in analytics preferably in financial or IT sectors; strong background in strategy planning (business strategy, financial planning, restructuring, change management)
- Technical & Data Skills: Proficient in data analysis and visualization tools (e.g., Power BI), advanced Excel and PowerPoint skills; ability to manage and interpret large datasets; experience with data management and analytics software
- Leadership & Communication: Exceptional presentation and communication skills; ability to influence, negotiate, and drive change; detail-oriented, independent, and team-focused with a can-do attitude; strong stakeholder management and discretion in handling sensitive information

Company Description