

# BURBERRY

## Senior Accounting Manager

### Job Information

**Hiring Company**[Burberry Japan K.K.](#)**Job ID**

1572461

**Division**

Accounting

**Industry**

Retail

**Company Type**

Small/Medium Company (300 employees or less)

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards, Chuo-ku

**Salary**

12 million yen ~ 16 million yen

**Refreshed**

March 18th, 2026 02:00

### General Requirements

**Minimum Experience Level**

Over 6 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level (Amount Used: English Only)

**Minimum Japanese Level**

Native

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

**Introduction:**

At Burberry, we believe creativity opens spaces. Our purpose is to unlock the power of imagination to push boundaries and open new possibilities for our people, our customers and our communities. This is the core belief that has guided Burberry since it was founded in 1856 and is central to how we operate as a company today.

We aim to provide an environment for creative minds from different backgrounds to thrive, bringing a wide range of skills and experiences to everything we do. As a purposeful, values-driven brand, we are committed to being a force for good in the world as well, creating the next generation of sustainable luxury for customers, driving industry change and championing our

communities.

#### Job Purpose:

The role is part of a Burberry Business Services Finance organisation. The Senior Accounting Manager will be responsible for leading the Record to Report ("RTR") sub-function within the Finance function, managing team. The role is responsible for providing strong leadership and guidance to the RTR team in Japan (core) & Asia Pacific delivering end to end services and transformation for RTR team in accordance with Group policies, International Financial Reporting standard, local GAAP & tax reporting and the monitoring of qualitative performance measures for the team using Finance service Key Performance Indicators. The role is ultimately responsible for ensuring Burberry KPIs and SLAs are met to the high-quality standards as well as transforming and ensuring that the Accounting & Reporting processes follow global accounting best practice and local compliance

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#### Required Skills

##### Key Responsibilities:

- Manages and leads the team, including any tax advisor and provides Record to report controllership services across the Japan & Asia Pacific ensuring timely and cost effective delivery
- Ensures accounting transactions, balances and reports are appropriately prepared and reviewed for validity, accuracy and completeness
- Responsible for ensuring all in scope regulatory submissions including indirect and direct tax reporting are completed accurately and in accordance with legal deadlines
- Manages the tax audit and customs audit as required by local tax law, liaising with Group Tax and Tax Advisor to deal with tax appeals to minimize the tax exposures for the country
- Oversees the project's implementation for new local tax and RTR initiatives. Ensures fixed assets and general ledger accounting transactions and cash flow forecast was prepared and reviewed per Group accounting policies
- Manages internal stakeholders (FP&A Finance, Group Finance and Business) and accompanying change management programmes to ensure that successful service delivery is ongoing
- Apply understanding of assigned business process to identify gaps and propose continuous improvement measures
- Ensures a full set of documented policies, procedures, process maps and controls is maintained for local finance and RTR processes

##### Qualifications & Requirements:

- Bachelor's degree in accounting or related field
- Native-level Japanese and business-level English (both written and spoken)
- Qualified accountant or Professional accounting qualification in Japan or equivalent
- Strong technical background with experience in applying IFRS in retail environment is required.
- Strong accounting and leadership experience with 10 years working + in Accounting and Shared Services environment in Record to Report area in multinational company.
- Proven experience in managing RTR team, including history of hiring, training, motivating and retaining personnel.
- SAP related ERP working experience, knowledge and Business Planning and Consolidation (BPC) or other finance consolidation tool for Record to Report is essential.
- Strong Japan GAAP and local compliance knowledge and experience
- Strong communication and stakeholder management
- Able to manage multiple priorities and work under pressure

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#### Company Description