



【Pre IPO×成長企業】シニアアカウンタント / Senior Accountant

IPO準備に関われる次世代テック企業の中核ポジション

Job Information

Recruiter

Advisory Group K.K.

Job ID

1574649

Industry

Machinery

Company Type

Small/Medium Company (300 employees or less) - International Company

Non-Japanese Ratio

About half Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

5.5 million yen ~ 9 million yen

Salary Bonuses

Bonuses paid on top of indicated salary.

Refreshed

February 11th, 2026 00:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Basic (Amount Used: English usage about 10%)

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

シニアアカウンタント

仕事内容

急成長中のロボティクス AI企業にて 経理実務を軸に IPO準備を見据えた財務基盤づくりに携わっていただきます。
スタートアップから上場企業へと進化するフェーズにおいて 業務改善や仕組みづくりにも主体的に関われるポジションです。

主な業務内容

- ・仕訳入力 月次 年次決算を含む経理実務全般
- ・IPO準備に向けた内部統制整備 J SOX対応のサポート
- ・予算管理 差異分析など管理会計業務の補助
- ・経理業務フローの見直し 自動化 DX推進
- ・税理士 監査法人など外部パートナーとの連携
- ・各種レポート作成および社内関係者への共有

Senior Accountant

Job Description

You will play a key role in building the accounting and finance foundation of a fast growing robotics and AI company preparing for IPO.

Beyond daily accounting operations you will be involved in process improvement and governance as the company scales toward listing.

Key Responsibilities

- ・Handle core accounting operations including journal entries and monthly annual closing
- ・Support IPO preparation including internal controls and J SOX readiness
- ・Assist in budgeting variance analysis and management reporting
- ・Identify inefficiencies and lead accounting automation and DX initiatives
- ・Coordinate with external tax advisors and auditors
- ・Prepare financial reports and share insights with internal stakeholders

Required Skills

応募資格

- ・事業会社での経理実務経験をお持ちの方
- ・日商簿記2級相当の会計知識
- ・日本語で正確かつ丁寧に業務を進められる方
- ・基本的な英語の読み書きに抵抗がない方
- ・変化の多い環境でも前向きに取り組める方

歓迎スキル等

- ・ベンチャー企業や成長フェーズ企業での実務経験
- ・上場企業基準またはIPO準備の知識や経験
- ・業務改善や仕組みづくりに主体的に関わりたい志向
- ・経理にとどまらず 事業理解を深めたい方

Requirements

- ・Hands on accounting experience in a corporate environment
- ・Solid accounting knowledge equivalent to Nissho Bookkeeping Level 2
- ・Native level Japanese for accurate financial operations
- ・Basic English reading and writing skills for documentation
- ・Ability to adapt and stay proactive in a fast changing environment

Preferred Qualifications

- ・Experience in a startup or high growth venture company
- ・Exposure to IPO preparation or listed company accounting standards

- Interest in process improvement and accounting automation
- Mindset to grow beyond routine accounting and support the business

Company Description