



Accounting Associate in Advisory Department , Tokyo (Hybrid)

Job Information

Recruiter

[Scouta K.K.](#)

Hiring Company

Global Accounting Firm, Tokyo

Job ID

1580467

Division

Accounting Team

Industry

Audit, Tax Accounting

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Minato-ku

Train Description

Toei Asakusa Line, Daimon Station

Salary

4 million yen ~ 5 million yen

Refreshed

May 26th, 2026 20:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Associate Degree/Diploma

Visa Status

Permission to work in Japan required

Job Description

We are looking for someone who can perform bookkeeping based on J-GAAP, understand consumption tax and withholding tax, and thoroughly review the work of staff.

Application Requirements

【 Required 】

- Nissho Bookkeeping Level 2 or equivalent qualification
- 2 or more years of experience in the accounting/finance department of a foreign-affiliated or global company, OR 2 or more years of practical experience in accounting/tax outsourcing at an accounting/tax firm or consulting firm, etc.
- Basic and applied Excel skills (XLOOKUP, SUMIF, IF functions, etc.)
- Basic Word operations

【 Welcome 】

- Team player, able to handle sudden requests flexibly
- High level of hospitality not only for clients but also for in-house staff
- Finds fulfillment in problem-solving
- Self-motivated to improve skills
- High IT literacy
- Intention to work long-term
- Able to read and write English and communicate via email without issue

Company Description