



## 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**

June 23rd, 2026 18:00

### 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

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Company Description