Venture Capital Investment Professional/ベンチャーキャピタル投資・投資管理担当

世界のスタートアップ投資に関わるVCポジション

Job Information

Recruiter
Cornerstone Recruitment Japan K.K.

Job ID
1582220

Industry
Private Equity Fund, Venture Capital

Company Type
Large Company (more than 300 employees) - International Company

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
Negotiable, based on experience

Refreshed
November 20th, 2026 07:00

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Native Level

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

Venture Capital Investment Professional

Organization Overview

A global venture capital organization is seeking an investment professional to join its team in Japan. The firm focuses on supporting innovative technology startups and invests across multiple stages, from early-stage ventures to growth companies.

As part of a broader technology-focused corporate group, the investment division operates internationally and manages a diverse portfolio of startups. The team works closely with entrepreneurs by providing funding, mentorship, and strategic

support to help companies scale and succeed in global markets.

Role Overview

This position involves supporting venture capital investment activities and managing a global portfolio of startup investments. The role requires participation in all stages of the investment lifecycle, including sourcing opportunities, conducting due diligence, monitoring portfolio performance, and contributing to exit strategies.

The successful candidate will collaborate with both internal team members and external partners to support investment decisions and enhance the value of portfolio companies.

Key Responsibilities

Investment Activities

- Participate in venture capital investments across domestic and international markets.
- Identify and evaluate new investment opportunities through research and industry networking.
- Conduct due diligence and financial analysis to support investment decisions.

Portfolio Management

- Monitor and support portfolio companies to help improve business performance and strategic direction.
- Assist portfolio companies with business development initiatives and operational challenges.
- Track company performance and identify opportunities to enhance enterprise value.

Exit Strategy Support

- Support planning and execution of exit strategies such as mergers, acquisitions, or public listings.
- Work with relevant stakeholders to facilitate exit-related activities.

Organizational and Strategic Support

- Assist with internal operations such as preparing meeting materials and coordinating team activities.
- Support broader strategic initiatives within the investment organization.
- Contribute to team development and knowledge sharing.

Candidate Requirements

Professional Skills

- Strong understanding of **corporate finance**, including venture capital, startup funding structures, financial analysis, and valuation.
- Excellent analytical and logical thinking abilities.
- Strong initiative and ability to execute tasks proactively.

Collaboration & Leadership

- Demonstrated ability to work effectively within teams and collaborate with both internal and external stakeholders.
- Strong interpersonal communication and leadership capabilities.

Language Skills

- Native-level **Japanese proficiency**.
- Advanced **English communication skills** suitable for working in an international environment.

Technical Skills

- High proficiency in **Excel, Word, and PowerPoint** or equivalent productivity tools.

Preferred Background

- Experience working in large corporations, particularly in strategic or business development roles.

- Background in consulting, venture creation, or international business expansion.
- International exposure such as overseas education or professional experience abroad.

Compensation & Benefits

- Annual salary depending on experience and qualifications.
- Performance-based bonus opportunities may be available.
- Standard weekends and national holidays off.
- Paid leave benefits.

Working Structure

- Reports to a senior investment leader within the venture capital team.
- Standard weekday working hours.

Company Description