

【英語を活かす】基金会計マネージャー / Fund Accounting Manager

世界的な金融サービス企業にて、基金会計マネージャーの求人がございます。

Job Information

Recruiter

Robert Walters Japan (ロバート・ウォルターズ)

Hiring Company

世界的な金融サービス企業

Job ID

1584100

Industry

Investment Banking

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

10 million yen ~ 12 million yen

Work Hours

お問い合わせください

Holidays

完全週休2日制, 土日祝日休み, 有給休暇

Refreshed

June 4th, 2026 01:00

General Requirements

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

A global financial services company is looking for a Fund Accounting Manager. The selected candidate will lead fund administration, financial reporting, client servicing, regulatory compliance, and transaction support across assigned accounts. This is a hybrid role.

An international financial services company based in Asia. With thousands of professionals across a number of jurisdictions, this company oversees hundreds of thousands of legal entities. This company is a true market leader.

Keywords:

アカウントティング, ファイナンス, 経理, 財務, 会計, 求人, 外資系

Job Ref: E6147E

Responsibilities:

- Lead end-to-end fund administration and ensure timely, accurate, and compliant client deliverables
- Manage client relationships by serving as the main contact and responding promptly to requests
- Prepare management accounts, financial statements, and annual disclosures under J-GAAP, IFRS, and US GAAP while coordinating audits
- Process capital calls, distributions, and fee calculations while monitoring tax and FSA filing deadlines
- Coordinate with internal teams, overseas offices, and external providers such as auditors, banks, and asset managers to ensure smooth delivery
- Support client onboarding, transaction closings, regulatory compliance, and process improvement initiatives

Requirements:

- Bachelor's degree or above in finance or business or a relevant domain
- More than 3 years of accounting experience
- Experience working with foreign clients
- Understanding of J-GAAP (IFRS/US GAAP is ideal)
- Proficient in relevant software applications
- Skilled in MS Office Suite
- Native level Japanese; business level English

Company Description

We've been a driving force in the Japanese bilingual recruitment market, providing high quality candidates for our clients and access to the best jobs for over 20 years. We operate a team-based profit share system which, we believe, sets us apart from the majority of competitors by enabling us to always put the interests of our clients and candidates first. That means we can find the best fit for employer and job seeker, and we never push people into unsuitable roles.