



Understanding People

Internal Audit Manager 内部監査マネージャー

Growing technology company, Flextime

Job Information

Recruiter

Specialized Group

Job ID

1594802

Industry

Software

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

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General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

Internal Audit Manager 内部監査マネージャー | Flextime, Full Social Insurance

成長中のテクノロジー企業にて、Internal Audit Managerを募集しています。ガバナンス、リスクマネジメント、および内部統制の強化を担いながら、組織全体の業務改善とコンプライアンス体制の向上を支援いただくポジションです。柔軟な働き方が可能で、専門性を高めながらキャリアを築ける環境です。

主な業務内容

- 内部監査方針、手順、および監査フレームワークの整備・運用
- 各部門に対する内部監査の計画および実施
- 内部統制評価およびコンプライアンス関連業務の支援
- リスクアセスメントの実施および改善提案

- 監査報告書の作成および経営層への報告
- 外部監査人との連携・調整
- 業務プロセスおよびシステム関連統制の評価・改善支援
- 指摘事項の改善状況モニタリング
- ガバナンス、リスク管理、コンプライアンスに関するアドバイス提供
- 規制対応および内部管理体制強化のサポート

応募資格

- 内部監査、リスク管理、コンプライアンス、または監査法人での実務経験5年以上
- ビジネスレベルの英語力
- ネイティブレベルまたは流暢な日本語力
- 内部統制およびリスクマネジメントに関する知識
- 財務および事業運営に関する理解
- コンプライアンスや内部統制評価の経験
- IT統制やシステム監査の経験歓迎
- CIA、CPAなどの専門資格保有者歓迎
- テクノロジー企業やソフトウェア関連企業での経験歓迎
- 監査管理システム利用経験歓迎

A growing technology-focused organization is seeking an Internal Audit Manager to strengthen its governance, risk management, and internal control environment. This position will lead internal audit activities, support compliance initiatives, and work closely with key stakeholders to enhance operational effectiveness and risk oversight. The role offers flexible working arrangements and opportunities for professional development.

Key Responsibilities

- Develop and maintain internal audit methodologies, policies, and procedures
- Plan and execute internal audit activities across business functions
- Support internal control assessments and compliance-related initiatives
- Conduct risk assessments and recommend mitigation measures
- Prepare audit findings, reports, and recommendations for management
- Coordinate with external auditors and other assurance providers
- Review and enhance internal control frameworks, including technology-related controls
- Monitor remediation efforts and support continuous improvement initiatives
- Provide guidance on governance, compliance, and risk management practices
- Support organizational readiness for regulatory and compliance requirements

Qualifications

- Minimum 5 years of experience in internal audit, risk management, compliance, or external audit
- Business-level English communication skills
- Fluent or native-level Japanese communication skills
- Strong understanding of internal controls, governance, and risk management
- Solid financial and business acumen
- Experience supporting compliance and control assessment activities
- Experience reviewing technology-related controls is an advantage
- Professional certifications such as CIA, CPA, or equivalent are preferred
- Experience within technology, software, or digital businesses is a plus
- Familiarity with audit and risk management systems is beneficial

Company Description