alterDomus*

SENIOR FUND ACCOUNTANT | Global Environment

Client Facing Opportunities | 英語を活かせる

Job Information

Hiring Company
Alter Domus Japan K.K.

Job ID
1595628

Industry
Private Equity Fund, Venture Capital

Company Type
International Company

Non-Japanese Ratio
About half Japanese

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
Negotiable, based on experience

Salary Bonuses
Bonuses paid on top of indicated salary.

Work Hours
9:30 - 17:30

Holidays
In accordance with company regulations

Refreshed
November 20th, 2026 05:00

General Requirements

Minimum Experience Level
Over 6 years

Career Level
Mid Career

Minimum English Level
Business Level (Amount Used: English usage about 25%)

Minimum Japanese Level
Native Level

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

≪Job Description & Position Highlights≫

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- Responsible for SPC accounting and financial reporting for real estate, private equity, and venture capital funds
- Opportunities to hone specialized accounting and tax knowledge through projects with domestic and international clients
- Collaborate with APAC and overseas offices to expand your career in a global environment
- An environment rich with opportunities for growth, supported by a global network of 7,000 employees and a growing Japanese subsidiary

【Job Responsibilities】
We offer a young, dynamic, and international corporate atmosphere as well as the benefit of customized training adapted to your needs throughout your career.

- As a member of the team in Tokyo you will report to the Accounting Team Manager to oversee the delivery of accounting and reporting services to clients (both overseas and domestic) investing primarily in real estate, and debt through GK-TK and/or TMK structures – also private equity and venture capital fund clients using Japanese GP/LP and Cayman structures (note that knowledge and experience with one area (e.g. Cayman funds) will be complimented with training in the other areas;
- Experienced in J-GAAP with knowledge in domestic taxation requirements, you will be comfortable preparing financial reporting and/or reviewing work prepared by other colleagues, overlaying your own specific local knowledge, to ensure the accuracy and compliance of all reporting delivered to clients;
- As a skilled communicator you will be required to liaise with colleagues in other offices within Asia-Pacific (most commonly Hong Kong and Singapore) and across our global network to ensure smooth client delivery;
- Combining your knowledge of Japanese accounting, tax and the local financial industry, with a developing understanding of Alter Domus systems and processes, you will work within a structured framework to ensure a consistent client experience, promoting the use of standard reporting packs and system setup;
- You will use experience you have acquired in the past as well as excellent organizational skills, sound judgement, the ability to prioritize tasks and strong personal character.

< About Us >

Independent and possessing more than twenty years of experience in its field, Alter Domus has become a leader in corporate and management services for private equity, infrastructure and real estate funds as well as listed and unlisted companies.
With 7,000 staff globally, including over 2,000 in APAC (Japan, Singapore, Hong Kong SAR and The People's Republic of China, Philippines, India and Australia), we mentor and develop our employees' technical knowledge and practical skills. We also champion commitment and a customer-oriented mind-set.
Alter Domus Japan is one of the newest offices globally for Alter Domus. While we have the experience and support of a 3,000-strong company with more than 30 offices globally our Japan office is very much in the start-up phase with an impressive pipeline of global clients waiting to be served. To be successful in the long term requires a long term focus and opportunities abound for anyone who is seeking an exciting and rewarding career as a Manager and potential future leader in our SPC Accounting Team.

【Employment Type】
Permanent employee

【Salary】
Based on experience and skill level
Annual Performance Based Bonus

【Working Hours】
9:00 - 17:30 JST

【Work Location】
東京都千代田区丸の内2-3-2 Yusen Building

【Holidays & Leave】
20 Days Annual Leave
5 Days Sick Leave

【Benefits & Welfare】
In accordance with company regulations

Required Skills

【Requirements】

- 6-8 years of relevant work experience, ideally from multinational asset management corporations, accounting service providers and/or Big 4, overall accounting and SPC accounting experience is preferred;
- Tenacious and capable, keen to work in a small and growing team with a vision of the future, able to deal with numerous and varied tasks to support early stage business growth (a can-do and resilient attitude);
- Fully qualified accountant (e.g. JICPA / CPTA / ACCA / AICPA / ACA) preferred;
- Able to use and learn various applications as required for your role (e.g. Yardi, eFront, Kanjo Bugyo,Company intranet and client portal etc.);
- Native or fluent Japanese required, working proficiency in English;
- You are mature, stable and able to inspire confidence in others;
- Possessing a detail oriented approach you are able to analyse at both a micro and macro level;
- You possess experience in dealing directly with a range of clients and internal teams alike, skillful in the management of their expectations, in relation to both technical and other operational topics;
- Capable of identifying and anticipating possible problem areas, you will be able to accurately measure potential risks

and offer suitable solutions to management and clients;
- Knowledge of the local Japanese market and business practices, industry knowledge specific to Real Estate, Private Equity or Venture Capital would be considered an asset.

【Ideal Candidate】
The ideal candidate will understand the needs of the business including working closely with the Head of Japan to develop and drive sales by directly communicating with clients, to manage staff and resources so that deliverables are met while ensuring that their team member's roles are manageable and fulfilling, to effectively prioritize tasks to achieve optimal results.
For more information, please visit our website: www.alterDomus.com

Company Description