Head of Finance

Global/ work closely with HQ & business

Job Information

Recruiter
PEAK Recruitment Japan K.K.

Job ID
1604679

Industry
Machinery

Company Type
Small/Medium Company (300 employees or less) - International Company

Non-Japanese Ratio
About half Japanese

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
10 million yen ~ 15 million yen

Salary Bonuses
Bonuses included in indicated salary.

Refreshed
September 7th, 2026 01:00

General Requirements

Minimum Experience Level
Over 10 years

Career Level
Executive

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

Position Summary

We are seeking an experienced Financial Controller to oversee the finance function for our Japan business. This is a standalone role working closely with one Accountant and partnering with all departments to ensure accurate financial reporting, budgeting, cash flow management, and business performance.

The successful candidate will serve as the key finance business partner for the Japan organization while reporting to the Board of Directors in Japan, the Commercial Director for APAC, and the Finance Board and CFO at the global headquarters.

This role is ideal for someone who enjoys taking ownership, working independently, and supporting business decisions through strong financial analysis and control.

Key Responsibilities

- Prepare monthly, quarterly, and annual financial reports for local and global management.
- Report financial performance to the Japan Board of Directors, APAC Commercial Director, and global Finance Board and CFO.
- Lead budgeting, forecasting, and long-term financial planning activities.
- Monitor cash flow and working capital to ensure healthy business operations.
- Perform financial analysis and provide recommendations to support business decisions.
- Actively monitor costs, profitability, and overall business performance.
- Follow up on invoices, purchase orders, and financial transactions with internal departments to ensure accuracy and timely processing.
- Work closely with the Accountant to ensure accurate financial records and month-end closing.
- Partner with Sales, Operations, Service, and other departments to improve financial visibility and cost control.
- Ensure compliance with company policies, accounting standards, and local regulations.
- Support audits, tax filings, and statutory reporting.
- Maintain and improve financial processes and internal controls.
- Utilize the company's ERP system to manage financial data and reporting.

Required Skills

- Roughly 5-10 years of finance experience with a clear FP&A / controlling / business-partnering orientation (not a career spent in bookkeeping or pure statutory reporting). Given the coaching from Head of Finance, a strong mid-level candidate ready to step up is welcome; aptitude over tenure.
- Proven experience partnering with non-finance stakeholders and influencing commercial decisions.
- Experience in a foreign-owned subsidiary (gaishikei) or in a role reporting into an overseas parent.
- Hands-on and flexible:
- Someone who has thrived as a small-team or one-person finance function, doing the work as well as owning it.
- Strong capacity and comfort with ambiguity:
- Someone who can operate, decide and build where policies are still immature and changing; helps shape structure rather than waiting for it.
- Business-level English and Japanese:
- Someone who is able to report and work in English with Head of Finance and group, and manage local staff, auditors and tax accountants in Japanese.
- Solid in budgeting, forecasting, variance analysis and cost/margin analysis; strong Excel; comfortable with ERP.
- Able to own the statutory close and audit through others, ensuring it is timely and correct.

Advantageous

- Strong affinity for IT and problem solving: Enjoys working with systems, data and tools (ERP, PowerBI, automation, Excel/Power Query), and instinctively fixes and improves processes.
- Background in manufacturing, engineering, industrial or capital-goods businesses.
- Experience reporting to a European (ideally DACH) parent; consolidation and intercompany experience.
- CPA (JICPA/US), Boki Level 1, or equivalent qualification.
- Experience improving finance processes in a small, growing entity.

Company Description