



Understanding People

Hedge Fund Middle Office / ヘッジファンド・ミドルオフィス

Tokyo-Based Multi-Strategy Hedge Fund

Job Information

Recruiter

Specialized Group

Job ID

1607017

Industry

Asset Management

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

September 6th, 2026 12:00

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

Experienced Middle Office Operations | Hedge Fund 中堅オフィスオペレーション | ヘッジファンド

Our client, a newly launched multi-strategy hedge fund based in Tokyo, is seeking an experienced Middle Office Operations professional to join their expanding team. This role offers the opportunity to work directly with the Head of Operations, providing hands-on daily execution as the fund scales.

主な業務内容：

- 取引仲介業者やブライムブローカーとの取引確認
- 日次の現金および損益の照合
- 担保およびマージンの管理

- ファンド管理者やカストディアンとの連絡窓口業務
- 取引決済の問題解決と決済状況の確認、不一致の監視

応募資格：

- ビジネスレベルの日本語および英語
- ヘッジファンドまたは資産運用業務での3年以上の経験
- 取引ライフサイクル、決済、照合に関する深い理解
- SQLまたはPythonの経験があれば尚可

Company Description