

Assistant Manager, Treasury

Job Information

Recruiter
JAC International Co., Ltd.

Job ID
1612561

Industry
Bank, Trust Bank

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
10 million yen ~ 14 million yen

Refreshed
November 11th, 2026 07:00

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

Support the Treasurer in managing the bank's financial activities, planning and performance monitoring.
Assist with treasury operations, liquidity management and day-to-day financial administration.
Ensure management is informed of key financial developments, risks and business performance.
Act on behalf of the Treasurer when required, overseeing financial activities and reporting obligations.
Provide operational support and troubleshooting for treasury and trading activities.
Collaborate with traders to facilitate efficient execution of daily business operations.
Manage relationships with financial institution clients across the Asia-Pacific region.
Develop and maintain existing client portfolios while identifying new business opportunities to strengthen the branch's position as a regional liquidity center.

Employee Benefits:
- Social insurance coverage, including health insurance, pension, employment insurance, and workers' compensation insurance
- Commuting allowance
- Paid annual leave

Required Skills

Bachelor's degree in Finance, Accounting, Economics or related field.
Experience in treasury, liquidity management or banking operations.
Knowledge of financial markets, treasury products and risk management principles.
Strong analytical and financial reporting skills.
Experience managing relationships with financial institution clients.
Excellent communication and stakeholder management abilities.
Ability to work independently and support senior management decision-making.
Proficiency in financial systems and Microsoft Office applications.

Company Description

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