

Staff, Treasury Department

Job Information

Recruiter
JAC International Co., Ltd.

Job ID
1612562

Industry
Bank, Trust Bank

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
6 million yen ~ 9 million yen

Refreshed
October 28th, 2026 01:00

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 foreign exchange (FX) transaction processing and execution.
Prepare and maintain daily liquidity reports to monitor funding positions.
Assist with the management and reconciliation of inter-branch accounts.
Support cash flow planning and day-to-day liquidity management activities.
Collaborate with the Risk Department to monitor and manage the Branch's liquidity position.
Produce daily operational reports for management and internal stakeholders.
Coordinate and prepare materials for Asset and Liability Committee meetings.
Perform additional treasury and operational support duties as required.

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

Required Skills

1+ years of banking or related financial services experience.
Demonstrate a working knowledge of banking regulations, policies and industry practices.
Apply an understanding of treasury operations and financial market activities.
Utilize Microsoft Office applications effectively to support reporting and operational activities.
Communicate effectively in both English and Japanese, with strong written and verbal skills.
Exhibit a professional business manner and strong interpersonal skills in a corporate environment.
Build and maintain productive relationships with internal and external stakeholders.
Demonstrate a client-focused approach, strong communication abilities, and commitment to achieving assigned objectives.

Company Description

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