

Senior Accountant

Job Information

Recruiter
JAC International Co., Ltd.

Hiring Company
Global Manufacturing Company

Job ID
1618922

Industry
Other

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
7 million yen ~ 8.5 million yen

Refreshed
November 5th, 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

[About the Company]

A global organization operating in a highly regulated and dynamic industry, offering employees the opportunity to work within an international environment, collaborate with global teams, and develop broad accounting expertise while supporting business growth and operational excellence.

[About the Role]

The Senior Accountant role offers an excellent opportunity to take ownership of a broad range of accounting activities within a multinational environment. Working closely with internal stakeholders and global finance teams, this position plays a key role in ensuring accurate financial operations, supporting compliance requirements, and contributing to business performance through proactive financial management.

[Responsibilities]

- Manage monthly customer invoicing, revenue recognition, accounts receivable, and sales cost-related inventory accounting.
- Oversee accounts payable activities, including vendor invoice processing, expense management, bank payment preparation, and intercompany reconciliations.
- Maintain accounts receivable balances, support collection activities, manage bad debt provisions, and collaborate with stakeholders to improve DSO performance.
- Perform month-end close activities, including journal entry preparation, account reconciliations, general ledger management, and financial reporting.
- Administer fixed asset accounting, depreciation processes, lease-related documentation, and inventory verification activities.
- Prepare cash flow forecasts, monitor bank balances, and liaise with global treasury stakeholders.
- Support local tax compliance activities, including withholding tax, property tax, VAT reconciliations, tax filing support, and reporting requirements.
- Provide support to the Finance Director and ensure accurate purchase order accounting.

Employee Benefits:
- 1 day WFH per week
- Own car commute acceptable
- Competitive salary and conditions

Required Skills

Requirements

- Minimum 3 years of accounting experience.
- Experience across multiple areas of accounting, including general ledger, accounts payable, accounts receivable, and financial reporting.
- Experience working within an international organisation.
- Bookkeeping Level 2 qualification or equivalent accounting knowledge.
- English communication skills for daily conversations and email correspondence.
- Strong Excel skills, including formulas and pivot tables.
- Experience with JD Edwards would be advantageous.
- MBA or CPA qualification would be beneficial.
- Strong communication and collaboration skills with the ability to work proactively and autonomously in a fast-paced environment.

Ideal Candidate

- Hands-on accounting professional with experience across AP, AR, GL, month-end closing, tax, and financial reporting.
- Comfortable working in a multinational and fast-paced environment.
- Proactive, detail-oriented, and capable of working independently.
- Effective communicator who can collaborate with both local and global stakeholders.
- Driven to improve processes and contribute to overall business performance.

Company Description

新たに日本マーケットに参入される外資系企業や、日本でさらなるビジネス拡大をお考えの外資系企業のお客様に、私たちは最適な採用サポートを提供いたします。1975年に英国初の日系人材紹介会社としてロンドンで創業し、その後シンガポール、日本、マレーシア、インドネシア、タイ、中国の7カ国（また2011 年には香港・韓国にも拠点を新設予定）でグローバル人材紹介会社として事業を拡大してきたジェイ エイ シーは、そのバックグラウンドから、海外文化への深い理解を持ち合わせています。グローバルに事業を展開する日系人材紹介会社のリーディングカンパニーとして、私たちは他に類のない人材ネットワークから、日本人の優秀なバイリンガル人 材や外国人のプロフェッショナル人材をご提供することが可能です。幅広い業種、職種においてのエキスパートである当社のネイティブあるいはバイリンガルコ ンサルタントが皆様のパートナーとなり、適材適所で人材のご紹介をいたします。ジェイ エイ シーが築いてきた特有の歴史、文化、そしてグローバルマーケットでの強みを揺ぎない核として、日本マーケットで躍動する外資系企業のお客様のニーズにさら に的確にお答えするために、ジェイ エイ シー インターナショナルは誕生しました。私たちはアジアやヨーロッパのJAC Recruitment Group海外各社と緊密に連携を取り、お客様の真のニーズを把握した上で、最適なキャンディデイトをご紹介いたします。

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We provide specialized proactive recruitment support tomultinational clients who are setting up new operations or areexpanding existing business and seeking further growth in theJapanese market.As the first Japanese recruitment company to set up operations in theUK in 1975, understanding foreign cultures is second nature to us.With our extensive global network and historically leading position asrecruitment consultancy to Japanese corporations, we have access toan unrivaled pool of bilingual Japanese and foreign professionals.Our professional consultants are experts in a range of Industries andfunctions and all have extensive multicultural experience.Based on JAC’s unique history, culture and market strength, JACInternational was founded to provide dedicated support to ourmultinational corporate clients in Japan.

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