

【1200 ~ 1500万円】Finance Manager　※週 2 日リモート勤務可能　都内駅直結　マネジメント経験不問※

> **世界60か国でHRサービスを提供する外資系企業での募集です。 管理会計のご経験...**

Job Information

Recruiter
JAC Recruitment Co., Ltd.

Hiring Company
世界60か国でHRサービスを提供する外資系企業

Job ID
1619644

Industry
Hotel

Company Type
International Company

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
12 million yen ~ 15 million yen

Work Hours
09:30 ~ 17:30

Holidays
詳細は求人ご紹介時にご案内いたします。

Refreshed
October 29th, 2026 18:18

General Requirements

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Native Level

Minimum Education Level
High-School

Visa Status
Permission to work in Japan required

Job Description

【求人No NJB2411701】
Key job responsibilities
Planning
・ Develop and continuously improve budgeting forecasting process financial projections and monthly operating forecast
・ Lead budgeting and forecasting activities to build financial plan budget

forecasts and actively monitor and adjust it continuously based on financial performance and projections
・ Actively work with functional leaders to incorporate inputs from the business side into financial budget rolling forecasts and refine key assumptions baked in financial models.
・ Monitor business and financial KPIs to track financial performance and analyze the cause of the variances to improve the accuracy of financial plans. Escalate variances to management timely.
・ Develop financial models to provide sensibility analysis.
Reporting
・ Work closely with accounting team to maintain the integrity of financial reporting.
・ Provide monthly financial review materials with variance analysis to senior management.
・ Convert J GAAP financial statements to IFRS basis for the company reporting purpose by making accounting adjustments.
・ Report monthly financial performance on IFRS basis thru internal reporting system.
・ Submit monthly reporting package to Consolidation team in Paris.
Business Control
3
・ Develop and maintain effective relationship with business operations to understand market trends and Sales Marketing activities that would impact to future financial performance.
・ Closely monitor OPEX spending to ensure the spending in line with financial operating plans. Escalate variances to management timely.
・ Lead propose and implement mechanisms and ways to maintain OPEX savings and to keep OPEX under budget.
・ Keep track of DSO DPO and the level of cash on hand and look for the opportunity to improve and implement the ability to generate positive cash flow from operations.
Decision Support Others
・ Participating in regular commercial meeting with the sales and marketing leadership in order to gain a deeper understanding of the business situation.
・ Develop strong forecast process protocol by co working with finance director as finance view and share it with GM as regular base.
・ Provide Ad hoc high quality analysis requested by senior management to aid them in decision making.
・ Ability to organize and present data financial information in a succinct and easy to understand manner to management and to the regional team.
・ Dive deeply into financial data and become a subject matter expert to feedback additional insights to senior management.
・ Work closely with Business Excellence Sales Planning to prepare presentation materials requested by functional leaders.
・ Maintain and organise all financial data diligently in a manner that is easily accessible retrievable and understandable by other stakeholders （ in the team and in the region ）.
Near term expectations （ next 6 months ）
Since this position is key to drive and accelerate business growth you will be expected to perform the following tasks in each area within the next 6 months:
Business Control
・ Establish trusted relationship with each team leaders to understand business model and to capture what’s happening on the ground.
・ Prepare monthly review materials with accuracy and logical variance analysis.
・ Activate and facilitate business discussions to help business teams to achieve their goals.
Accounting and Reporting
・ Work closely with Accounting team to prepare monthly reporting package on time with accuracy.
・ Consult with Consolidation team in Paris to maintain consistency in IFRS reporting.
・ Review current reporting process to identify areas to improve.

Required Skills

Education and experience Basic qualifications :
Mandatory technical requirements （ must ）:
・ Bachelor’s degree in Accounting Finance or Commerce
4
・ 10+ years’ experience in FP A Accounting or similar job
・ Demonstrated hands on Operational accounting and FPNA experience and knowledge （ e.g. building and updating forecast and financial models and budgeting hands on financial reporting active tracking and communication of financial KPIs ）
・ Proficient in using ERP ERM accounting systems IT tools effectively （ e.g. experience in Power BI international and local ERM and accounting systems ）
・ Highly proficient and demonstrated knowledge and application of Excel usage and modelling
・ Excellent understanding of accounting principles （ J GAAP IFRS ）
・ Experience working in an international environment: foreign company or study abroad experience
・ Experience in working in fast paced growth focused companies / environment including change or acceleration of business model

・ Demonstrated working experience across multiple functions/departments in the company and with regional/international teams
・ Experience in directly engaging with and managing stakeholders and senior management team and presenting financial data（ budget actual forecast ） effectively in oral and written format
・ Fluent in English（ written and oral ）
・ Excellent communication skills

Additional desired requirements（ want ）:
・ Auditing/Big 4 experience
・ Basic knowledge of Statistics
・ Experience in development and execution of strategic plans and its impact on financial projections
・ French language skill is plus

Company Description

ご紹介時にご案内いたします