

Accounting and Tax Staff

Job Information

Recruiter
JAC International Co., Ltd.

Hiring Company
Global Consulting Firm

Job ID
1623069

Industry
Other

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
4.5 million yen ~ 7 million yen

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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 company in the professional advisory services industry provides accounting, tax, payroll, HR, corporate support, and consulting services to domestic and multinational clients. As part of a global network, the organisation supports businesses throughout their lifecycle and offers professionals the opportunity to work on cross-border engagements in an international, collaborative, and flexible environment.

About the Role

The Accounting & Tax Staff role offers an exciting opportunity to support multinational clients while contributing to the establishment and growth of a new office in Osaka. Working closely with international stakeholders, you will provide accounting, tax, and advisory services in a collaborative environment that combines professional development, client exposure, and flexible working arrangements.

Responsibilities
Provide bookkeeping services in both Japanese and English for the Japanese entities, branches, and representative offices of multinational organisations.
Prepare monthly financial statements and accounting reports for overseas headquarters.
Manage cash flow activities and support payment processing services.
Maintain fixed asset registers and calculate depreciation expenses.
Prepare corporate tax, consumption tax, and fixed asset tax returns.
Support accounting software implementation projects.
Provide advisory support on accounting and tax-related matters as the primary contact for assigned clients.

Employee Benefits:
Benefits
Fully remote working arrangement available within Japan.
Flexible working hours with a flextime system.
Annual bonus.
Incentive scheme.
Qualification allowance.
Position allowance for eligible employees.
Retirement benefit scheme.
Remote working allowance.
Workation programme.
Side business permitted.
Health check-ups and influenza vaccination support.
Club activity subsidy and company-sponsored social events.
Comprehensive social insurance coverage.
Up to 125 annual holidays, plus seasonal, examination, childcare, family care, and special leave provisions.

Required Skills

Requirements
At least 2 years of practical experience in monthly and annual closing services within an accounting firm or related environment.
Alternatively, experience in accounting and financial closing operations within a multinational or international business environment.
Business experience using English for reading and writing.
Strong communication and stakeholder management skills.
Ability to work collaboratively with colleagues and clients.
Interest in developing expertise in accounting and taxation within an international environment.

Preferred:

Certified Tax Accountant qualification or partial qualification completion.
Certified Public Accountant qualification.
U.S. CPA qualification.

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.

JAC International Co., Ltd. is a wholly owned subsidiary of JAC Recruitment. Co., Ltd.