



Accounting and People Services/会計業務

Job Information

Recruiter

SK Global Co Ltd

Job ID

1182719

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

3.5 million yen ~ 6 million yen

Refreshed

April 19th, 2024 04:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

Accounting and People Services/会計業務 Senior Staffレベル

◆会計Group

Accounting and People Services 部門では様々な産業の企業企業クライアント法務業務に関わる管理部門業務のアウトソーシングを日英バイリンガルで提供しています。

主に日系企業や外資系企業の日本法人 日本支店 駐在員事務所等に対して以下の業務を行います。

【会計業務】

◆日英バイリンガルによる記帳代行業務

◆月次決算 本社向け会計報告書作成業務

◆資金管理 支払代行業務

◆固定資産台帳管理 減価償却費計算業務

- ◆決定監査書類作成支援業務
- ◆オンサイト型会計サポート業務
- ◆金融庁向けモニタリングレポート作成支援業務
- ◆SPC関連業務
- ◆法人税 消費税 償却資産申告書作成業務
- ◆投資家 ファンド アセットマネージャー向けキャッシュマネジメントサービス

Required Skills

- ◆会計事務所にて月次決算 年次決算サービス業務等の実務経験者
- ◆企業等での経理 決算業務の実務経験者

【歓迎】

税理士有資格者または科目合格者、USCPA、公認会計士優遇

英語力(TOEIC750以上)

Company Description

ABOUT US

Legal Job Seeker was established to offer the best possible service to the **Legal / IP** and **IT** business community in Japan. We are able to deliver excellent results to both our clients and our candidates and our focus being on excellent quality, professionalism and sincerity. We strongly believe that we have the expertise and knowledge to introduce the best people to fill **legal & IP** positions in Japan. Our team has an excellent in depth knowledge of the Japan job market to source the right candidates for high performance.

Career Advice

We promise to help you through the process of finding your next position. As a candidate you will receive genuine advice and assessment. We will market your skills the best way we know how, guide you through your interviews and give you our best advice possible. We will only submit your resume to a client with your knowledge and agreement. In short, making a career move is one of the most important decisions you may face, and we promise to guide you through every step of the way and maintain a professional and courteous manner, no matter what your decision may be.

About Legal Job Seeker

LJS is a division of a team of experienced, talented legal recruiters who are committed and dedicated to the search and placement of qualified Patent Attorneys , Lawyers and qualified legal and compliance professionals with a strong interest in the legal area, as well as supporting placement into international patent and law firms. Our company holds an impressive track record of successfully completing a large number of legal and compliance searches for both our International and Japanese clients based in Tokyo. Our knowledge of the industry, specialist recruitment methodology and our approach to recruitment has made us uniquely special from other agencies to ensure that we deliver the best results for our clients and candidates.

Our Approach Commitment to Excellent Service

Our company is committed to providing an excellent and personal service to both our clients and candidates. We believe that every hiring decision impacts all areas of peoples lives and therefore we are extremely careful in our recruitment approach and placements. Our philosophies regarding recruitment are as follows.

Honesty Innovation Commitment Accountability Professionalism Service and Team work

We at **LJS** work collectively to deliver service we can be proud of, and are able to deliver results in the shortest period of time. Whether you are looking for talented individuals to join your team, or a brand new challenge yourself, we promise to deliver the best possible service we can.

Our Area of Expertise

We aid, assist and work with both Japanese and International clients who are looking to hire qualified individuals in both Japan and overseas and non- qualified **legal & IP** professionals. Our area focuses on mid to senior level **legal & IP** positions in Tokyo and covers all levels of seniority.