



ファイナンスマネージャー/FINANCE MANAGER【ビジネスレベル英語歓迎】

グローバルな環境でのファイナンス業務

募集職種

採用企業名

グループエム・ジャパン株式会社

求人ID

1466625

部署名

GroupM

業種

広告・PR

会社の種類

外資系企業

雇用形態

正社員

勤務地

東京都 23区, 渋谷区

最寄駅

山手線、 恵比寿駅

給与

600万円 ~ 1200万円

ボーナス

固定給+ボーナス

更新日

2024年05月10日 09:00

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ビジネス会話レベル

最終学歴

大学卒：学士号

現在のビザ

日本での就労許可が必要です

募集要項

This position manages accountants and reports to local Finance Director ("FD") / CFO and the regional finance team (collaboratively with local FD and CFO).

Tasks and responsibilities include (but are not limited to):

- Accounting and Reporting – Monthly, Quarterly, Semi-Annual and Annual
- Manage closing local books including journal entry review.
- Complete and submit group reporting packages.
- Perform variance analysis (current vs. prior month, quarter, year, etc.).
- Handle ad-hoc reporting as requested.
- Net Working Capital – Monthly and Day-to-Day
- Monitor overdue accounts (both billing and collection) and follow up in a timely manner in collaboration with client teams.
- Oversee treasury operations.
- ICFR (Internal Control over Financial Reporting) – Monthly, Quarterly, Semi-Annual and Annual
- Review the control activities performed by accountants and ensure the controls are operating effectively and documented in a satisfactory manner.
- Perform control activities assigned to Finance Manager / Senior Finance Manager and document the controls performed in a satisfactory manner.
- Tax – Annual and Transactional
- Work with the external tax firm for the preparation and filing of annual tax returns.
- Work with client teams and overseas counterparties to ensure the appropriate treatment of Japanese consumption tax, withholding tax, etc.
- Operations – Day-to-Day
- Support agency leaders in management of their client teams by handling their requests.
- Solve problems as they arise in consultation with local FD / CFO as deemed necessary.
- Handle ad-hoc requests / projects.
- Audit – Ad-hoc
- Handle company internal audits and client audits in coordination with local FD / CFO and client teams.
- Implement necessary solutions to close the issues raised by the auditors.

スキル・資格

Qualifications:

- Bachelor's degree in Accounting/Finance
- 10+ years in Accounting/Finance with 5+ years in a managerial position
- Strong analytical, critical-thinking and problem-solving skills
- Excellent interpersonal and communication skills with the ability to convince and lead others
- Independent, well-organized and results-oriented
- Willing to “roll up your sleeves” and deep dive into details
- Able to work under pressure to meet tight deadlines
- Able to accept ambiguity and make decent judgment / decision under the circumstances
- Able to challenge the status quo, identify opportunities for improvement, and constructively propose and lead process changes as appropriate
- Able to effectively manage direct reports by coaching and training as necessary
- Japanese native with fluency in English (both written and oral)

会社説明