



## Head of Accounting & Finance

### 募集職種

#### 人材紹介会社

[アイウィルキャピタル合同会社](#)

#### 採用企業名

Global tech consultancy in IT, aerospace, automotive & telecom.

#### 求人ID

1533661

#### 業種

その他 (IT・インターネット・ゲーム)

#### 会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

#### 外国人の割合

(ほぼ) 全員日本人

#### 雇用形態

正社員

#### 勤務地

東京都 23区

#### 給与

1100万円 ~ 経験考慮の上、応相談

#### 更新日

2025年07月11日 06:00

### 応募必要条件

#### 職務経験

6年以上

#### キャリアレベル

エグゼクティブ・経営幹部レベル

#### 英語レベル

ビジネス会話レベル

#### 日本語レベル

流暢

#### 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

Our client, a rapidly growing organization with a strong presence in Japan, is seeking an experienced and driven Finance Manager to lead their Accounting and Tax function. This is a strategic role for a finance professional who thrives in dynamic environments and is capable of building robust internal structures to support continued business expansion.

In the short to mid-term, the successful candidate will focus on strengthening the internal Finance team, optimizing operational workflows, and implementing effective financial controls. Looking ahead, the role will take ownership of in-sourcing the full accounting function and spearheading the implementation of an ERP system.

### Position Overview

Reporting Line: Local Senior Management & Global Finance Team  
Team Structure:

- Direct Reports: 1 Accountant, 1 Junior Financial Analyst
- Indirect Oversight: 1 Administrative Clerk
- External Partner: Coordination with outsourced accounting firm

### Key Responsibilities

#### Finance Operations

- Oversee contract management, client invoicing, and receivables
- Ensure efficient billing and collection processes

#### Accounting & Tax

- Ensure accurate and compliant Japanese GAAP reporting
- Review and validate key inputs for bookkeeping
- Oversee revenue recognition and accruals (bonuses, vacation pay, bad debt, etc.)
- Supervise and confirm work performed by the external accounting provider
- Review tax calculations and filings executed by outsourced partners

#### Controlling & Internal Processes

- Monitor project gross margins and general administrative costs
- Develop and implement internal financial controls, policies, and procedures

#### Management Reporting

- Prepare periodic and ad-hoc management reports
- Deliver insightful margin and P&L analyses by business unit
- Partner with business leaders to support data-driven decisions

#### Group Reporting

- Lead IFRS-based reporting to headquarters
- Prepare financial statements including P&L, Balance Sheet, and Cash Flow
- Drive annual budgeting and forecasting processes

#### Additional Responsibilities

- Maintain relationships with auditors, tax authorities, and financial institutions
- Support integration of newly acquired entities, including financial systems and KPI tracking
- Provide ad-hoc support to local leadership and global finance stakeholders

#### Ideal Candidate Profile

- Proven experience in accounting and finance leadership within a multinational or fast-scaling environment
- Strong knowledge of Japanese GAAP and IFRS
- Hands-on experience with ERP implementation is a plus
- Strategic mindset with a proactive, solutions-oriented approach
- Excellent interpersonal and communication skills, with the ability to influence cross-functional teams

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### スキル・資格

- Dynamic and proven leader with a track record of building, developing, and managing high-performing finance teams in fast-growing organizations
  - Bachelor's degree or higher in Finance or Accounting; CPA or ACCA qualification preferred
  - 5–8 years of professional experience in Finance
    - Ideally includes 2–3 years in an international audit firm
    - At least 3 years as a Finance Manager within a multinational company in Japan
  - Industry experience in services, IT consulting, or software is a plus (not mandatory)
  - Strong expertise in Japanese tax law and accounting practices
  - Deep knowledge of international accounting standards (IFRS or US GAAP)
  - Experience working with European or US headquarters
  - Familiarity with Japanese ERP systems; experience in ERP implementation and in-sourcing of accounting functions is highly desirable
  - Detail-oriented and numerically strong, with the ability to think analytically and see the bigger picture
  - Excellent communication skills, with the ability to convey complex financial concepts to both finance and non-finance stakeholders
  - Collaborative team player with strong interpersonal skills and a customer service mindset—treating internal colleagues as clients
  - Proficiency in Microsoft Office tools, especially advanced Excel skills
  - Fluent in English and Japanese (both written and spoken)
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