



GL Manager [Accounting] @ Global Luxury Retail Company

募集職種

人材紹介会社
株式会社SPOTTED

求人ID
1561798

業種
小売

会社の種類
大手企業 (300名を超える従業員数) - 外資系企業

雇用形態
正社員

勤務地
東京都 23区

給与
900万円 ~ 1200万円

更新日
2026年01月22日 00:00

応募必要条件

職務経験
6年以上

キャリアレベル
中途経験者レベル

英語レベル
ネイティブ

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

- Monitor inventory movement / balance in stores, warehouse and head office.
- Reconcile inventory balance in all systems involved.
- Work closely with warehouses, boutiques and other related departments.
- Review inventory journal entries.
- Creating accounting estimates relating to inventory.
- Prepare documents on inventory and explain as necessary to auditors.
- Develop inventory analysis reports.
- Assist in the improvement in internal controls related to inventory.
- Special projects as required.

General Accounting (Daily / Month-End Closing / Reporting)

- Review journal entries.
- Monitor fixed assets, intercompany and other accounts movement / balance.
- Prepare monthly journal entries and reporting on general accounting such as accruals.

- Responsible for fixed assets, intercompany and other accounts reconciliation and corresponding reports.
- Manage Balance Sheet files for closing and reconcile errors / discrepancies.
- Process and reconcile fixed assets, intercompany and other accounts transactions.
- Support team members in other accounting processes.
- Special projects as required.

Key Accountabilities

- GL work: journal entries, reconciliations, monthly reporting, audit and tax requirements, reconciliations, closing tasks (includes internal control, audit, tax compliance), cash forecasts
- Boutique support: support for financial operations, store openings and others
- Administrative work and work improvements

スキル・資格

- Minimum 5 years of experience in finance.
- Bachelor's degree in relevant field (Finance, Accounting, Business, Economics, Commerce)
- Certified Professional Accountant or Certified Tax Accountant preferred.
- Strong knowledge of financial accounting standards and regulatory requirements.
- Ability to organize and prioritize work to meet the deadlines in a fast-paced environment is essential.
- Proficiency in financial management software and advanced Excel skills.
- Excellent analytical, problem-solving, and decision-making skills.
- Strong leadership and team management skills.
- Excellent communication and interpersonal skills, with the ability to work collaboratively across departments.

会社説明