



Accounting Assistant Manager

募集職種

人材紹介会社

[Advisory Group株式会社](#)

採用企業名

European Fashion Brand

求人ID

1607347

業種

小売

会社の種類

中小企業 (従業員300名以下) - 外資系企業

雇用形態

正社員

勤務地

東京都 23区, 中央区

給与

600万円 ~ 850万円

更新日

2026年09月10日 04:00

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

日常会話レベル

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

What You Will Do

- **Manage Core Accounting:** Oversee daily financial operations, focusing on money coming in (Accounts Receivable) and going out (Accounts Payable) using systems like SAP and Concur.
- **Prepare Financial Statements:** Create monthly, quarterly, and annual financial reports following IFRS and JGAAP standards.
- **Handle Taxes & Audits:** Work with external tax experts to prepare tax filings and help guide internal and external audit processes.

- **Improve Workflows:** Find ways to make daily accounting processes faster, simpler, and more efficient.
 - **Collaborate & Support:** Work with different teams across the business and support junior team members
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スキル・資格

What You Need

- **Education & Experience:** A degree in Accounting or Finance, plus at least 3 years of accounting experience.
 - **Retail Background:** Previous experience working in the **retail industry is best**.
 - **Technical Skills:** Advanced knowledge of SAP and high proficiency in Microsoft Excel.
 - **Leadership Experience:** Experience leading or mentoring a small team within a Japanese company is a strong plus.
 - **Work Style:** A self-starter with a positive attitude who works well under tight deadlines.
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会社説明