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11月05日 05:00

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

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.

会社説明