



Morgan
McKinley

[外資系オルタナ企業] ファンドOps アソシエイト相当

職種不問、ジュニアレベルでオルタナティブ資産に携わった経験をお持ちの方

募集職種

人材紹介会社

モーガン・マッキンリー

求人ID

1616682

業種

銀行・信託銀行・信用金庫

雇用形態

正社員

勤務地

東京都 23区

給与

経験考慮の上、応相談

更新日

2026年10月10日 02:46

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

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

職種は問わずですが、ジュニアレベルの方でオルタナティブ資産に少しでも携わっていらっしゃる方。

主な職務内容

- ・ 外資系アセットマネジメント会社 ミドルバックチーム 所属。
- ・ PE、プライベートデット、インフラ、不動産のオルタナティブ会社になります。
- ・ 主な業務としては、クライアントサービシングおよびファンド周りのオペレーションです。
- ・ アウトソース先に対してのクライアントサービス業務。
- ・ ファンドのオンボーディングのプロジェクト推進等。

A global asset management firm specialising in **alternative investments** is looking for a junior-to-mid-level Fund Operations Associate to join its Middle & Back Office team in Tokyo.

The firm manages a range of alternative asset classes, including **Private Equity (PE), Private Debt, Infrastructure, and Real Estate**.

Open to candidates from investment management, sales, middle/back office, or other relevant functions.

An excellent opportunity to develop a long-term career in **alternative asset management and fund operations**, gaining broader exposure to PE, Private Debt, Infrastructure, and Real Estate products within an international asset management environment.

Key Responsibilities

- Join the Middle & Back Office team of a global asset management firm specialising in alternative investments.
- Support day-to-day **fund operations** for alternative investment products.
- Provide client servicing support relating to funds and investment products.
- Coordinate client service activities with outsourced service providers.
- Communicate with relevant providers to support accurate and efficient fund operations.
- Support operational activities across alternative asset classes including **Private Equity, Private Debt, Infrastructure, and Real Estate**.
- Contribute to fund onboarding activities and related operational projects.
- Help drive fund onboarding projects from preparation through implementation.
- Coordinate with relevant internal and external stakeholders during the onboarding process.
- Support the operational requirements associated with alternative investment products.
- Use Japanese and English communication skills to work effectively with relevant stakeholders in an international asset management environment.

スキル・資格

必須条件 経験・資格：

- 金融業界にて2 - 5年程の社会人経験。大卒以上。高い英語力。
- 運用でも営業でもミドルバックでも、オルタナティブ資産に携わったご経験。

ソフトスキル：

- 高いコミュニケーション能力（語学力含め）。
- オルタナティブ資産の基礎的な知識。

語学力：

- 日本語：流暢
- 英語：中級/ビジネス

採用企業について

外資系アセットマネジメント会社

この求人がおすすめの理由

- ポテンシャルの方でも、オルタナティブプロダクト企業で働けるチャンスです。
- 高い語学力を活かせます。

Required Skills and Qualifications Experience:

- Approximately **2-5 years of professional experience within the financial services industry**.
- Some professional exposure to alternative assets is required (example: investment management, sales, middle office, back office)
- Basic knowledge or practical exposure to **Private Equity, Private Debt, Infrastructure, Real Estate, or other alternative investment products**.
- Interest in developing deeper expertise in alternative investment fund operations and client servicing.
- Bachelor's degree or above.

Soft Skills:

- Ability to communicate effectively with internal teams, clients, and outsourced service providers.
- Strong interest in alternative investments and willingness to develop specialised product knowledge.
- Ability to coordinate multiple stakeholders as part of fund onboarding and operational activities.
- Collaborative approach suited to a Middle & Back Office environment.

Language Requirements:

- **Japanese:** Fluent level
- **English:** Strong business-level English required for working in an international environment

Preferred Skills & Qualifications

- Direct experience with **alternative investments**, including Private Equity, Private Debt, Infrastructure, or Real Estate.
- Fund operations or middle/back-office experience within an asset management company.
- Client servicing experience within asset management or financial services.
- Experience coordinating with outsourced fund administrators or other external service providers.
- Experience supporting fund onboarding or related operational projects.
- Candidates from investment management or sales functions may also be considered where they have relevant exposure to alternative investment products.
- Interest in building a specialist career within alternative asset management.

About the Company

Our client is a **global asset management firm specialising in alternative investments**.

Its alternative investment platform covers asset classes including Private Equity, Private Debt, Infrastructure, and Real Estate, providing an opportunity to gain exposure to several important areas of the private markets and alternative investment industry.

The Tokyo-based position sits within the firm's Middle & Back Office function and supports client servicing, fund-related operations, outsourced service providers, and fund onboarding activities.

For candidates at an earlier stage of their career, the position offers an opportunity to develop practical alternative investment experience within an international asset management organisation.

Why You'll Love Working Here

- Build a career in the growing **alternative investment and private markets** sector.
- Gain exposure to Private Equity, Private Debt, Infrastructure, and Real Estate products.
- Develop practical expertise across fund operations, client servicing, and fund onboarding.
- Join an international asset management firm while still at an early stage of your financial services career.
- Candidates from investment management, sales, middle office, or back office may be considered if they have relevant alternative asset exposure.
- Work closely with internal stakeholders and outsourced service providers across fund-related activities.
- Develop specialised knowledge of alternative investment products and operational processes.
- Take advantage of an opportunity designed to consider candidates with potential, rather than requiring an extensive specialist Fund Operations background.
- Use and further develop your **Japanese and English communication skills** in an international financial services environment.
- Competitive compensation package.

会社説明

Morgan McKinleyは国際的な人材コンサルティング会社として、さまざまな業界・分野をリードする採用企業様と、スペシャリストとしてのスキルを有する人材とを結びつけるお手伝いをしています。1988年の創立以来、Morgan McKinleyの名は、「卓越した質のサービス」「市場知識の豊富さ」「No.1企業であり続けようとする強い意志」、そして何よりも「実績」を体現する会社として知られています。

リクルーティング スペシャリストである弊社コンサルタントまでお気軽にお問い合わせください。