

Job Detail

Staff Level

Position Title	Finance person
Recruiter Company	Leverages Career China Co., Ltd
Company Name	Company name is private
Activated / Updated	2024-03-06 / 2024-03-06
Job Type	Finance/Accounting - Accounting/Finance Finance/Accounting - Accounting Finance/Accounting - Other
Industry	IT - Other
Location	Asia China Shanghai
Job Description	<p>As a finance officer, you will be responsible for the following tasks:</p> <ul style="list-style-type: none"> • Financial operations such as monthly accounting, taxation, and payments • Handling accounting and bookkeeping operations • Create and report monthly financial statements for head office • Handling monthly tax returns - Handling overseas remittance and deposit procedures • Creation of budget and cash flow statement for head office • Issuance of invoices • Response to annual audit • Response to annual tax return • Other (handling financial-related tasks according to instructions from superiors) <p>Our company was founded in 1963. Headquartered in Tokyo, established Shanghai base in 2008. Our unique network includes offices in Singapore, Delhi (India), and Amsterdam (Netherlands). As a member of the international network of independent advertising agencies, ICOM, we are committed to the Chinese and global markets.</p> <p>Our Shanghai-based clients are major Japanese companies expanding into China, and we have a wide range of businesses from B2B to B2C, including cameras, cosmetics, and food.</p> <p>It is characterized by a wide range of coverage from ATL to BTL, including digital and SNS communication.</p> <p>Work duties, liability duties.</p> <ul style="list-style-type: none"> • Monthly accounting, taxes, deductions, etc. • Sales accounting transaction • Monthly payment report for production report • Monthly tax report • Overseas shipping regulations and shipping regulations • Company's calculation and funding schedule for production • Screen ticket • Annual financial results • Annual confirmation report • Others (rooted superior's instructions, management management) <p>Founded the company in 1963. Site located in Tokyo, Shanghai, established in 2008. Also located in New Mexico, Deli (India), and Amusantan (Carrier). The members of ICOM, who are independent and independent of the country and the broadcasting agent company in the market, are not allowed to work in China, and are allowed to work in the world market.</p> <p>The Shanghai-based customer service includes large Japanese enterprises in China, commercial enterprises, chemical products, food industry companies, and various types of customer service from B2B to B2C.</p> <p>The company's characteristics are comprehensive numerical sum.</p>
Company Info	<p>We position China as the core of a company's global expansion and support our clients' communication activities (marketing, advertising, promotion, etc.) in China. Utilizing our unique network, which extends from Asia to Europe with a focus on Tokyo, we provide a high-quality service system that collaborates with multiple countries and a high-quality communication plan by employees selected from within and outside the market.</p>

Qualifications	<ul style="list-style-type: none"> ■Essential requirements <ul style="list-style-type: none"> • 3 or more years of experience in finance and accounting at a Nikkei company • Those who have been involved in a wide range of financial and management tasks at a small company. • Those who can use Word and Excel • Those who have experience using accounting software (Yotomo) • Japanese (business level) • Over 3 years of experience in Japanese corporate purchasing and accounting. • Small-scale companies, financial and management personnel • Able to use Word and Excel • Used by the person who made the purchase (commercial) • Japanese (business level) <ul style="list-style-type: none"> ■Nice requirements <ul style="list-style-type: none"> • Person who has experience in the advertising industry • Person who has accounting qualification (accounting qualification) • Person in the public relations industry • Person who owns an account
Japanese Level	Business Level(JLPT Level 2 or N2)
Salary	Depends on experience
Salary Description	<ul style="list-style-type: none"> ■Estimated salary: CNY 10,000.00 (JPY 196,078)~CNY 20,000.00 (JPY 392,157)