

Job Detail

Staff Level

Position Title	Corporate Planning 【ITC-AeroLeasing, Inc.】
Company Name	ITC-AeroLeasing, Inc.
Activated / Updated	2024-06-13 / 2024-06-13
Job Type	Planning/Marketing/PR - Business Development/Business Management/Corporate Planning
Industry	Wholesale Trade/Import-Export
Location	Asia Japan Tokyo
Job Description	<p>【Department】 President's Office</p> <p>【Details about the department】 President's Office directly supports the strategic functions of the President. Members of the President's office usually are specialists in different specific areas and will be working on the specific projects assigned by the President, reporting directly to the President.</p> <p>【Recruitment background】 Due to organisational expansion, we need 'Financial Controller & Corporate Planning' functioned personnel who may help us plan our growth and convey such growth strategy to our financier, and investors, whilst developing their own careers.</p> <p>【Role Summary】 Responsible for supporting management's business decisions by conceptualizing financial strategies, medium to long-term management strategies, and business initiatives. ◇Assess the business pipeline. ◇Planning, progress management, and review of business plans ◇Investor relations</p> <p>【Tasks】 ◇Planning, progress management, and review of medium to long-term business plans with Finance & Accounting ◇Planning, progress management, and review of a single-year budget with Finance & Accounting ◇Controller duties (Performance analysis and coordination with sales divisions) ◇Visualization of sales activities through the use of internal systems ◇Preparation of IR materials (Annual report, etc.) Whilst it may seem to be a lot, the company is still small enough for one person to be able to conduct all the above and report to the CEO.</p> <p>【On-the-job training】 While we are looking for a candidate with existing skills in corporate planning, intensive on-the-job training shall be provided throughout and beyond the probational period unless the candidate comes from the same industry of General Aviation. The candidate would be expected to be proactive in learning about the company and more importantly about the industry.</p>
Company Info	<p>■A pioneering trading and leasing company specializing in aircraft. We lease, buy and sell aircraft for domestic and foreign operating companies/investors.</p> <p>■We also provide aircraft business consulting and project management services, and have a track record of providing them to major domestic airlines, major banks, experts, etc. both domestically and internationally.</p> <p>[Measures to prevent passive smoking] As a general rule, no smoking indoors.</p>
Working Hours	<p>09:00-18:00 (Regular working hours 8 hours) [Break] 60 minutes [Note] Equivalent hours of fixed overtime pay: 35.0 hours/month</p>
	【Qualification Requirements】

Qualifications	<ul style="list-style-type: none"> ◇Experience in corporate planning or financial controller. ◇Outstanding PC Skills (PowerPoint, Word, and Excel). ◇Experience in public speaking. ◇Accounting knowledge. ◇Project Management skills that involve multiple divisions. ◇Experience in dealing with different cultures. <p>【Language】 Business Level in English and Native level in Japanese</p> <p>【Desired Characteristics】 <ul style="list-style-type: none"> ◇Curious enough to go through such intensive on-the-job training. ◇A natural communicator and team player. ◇Strong sense of ownership, a natural leader. ◇A positive /energetic person. ◇A good logical thinker and a good listener. ◇Clean / well-organized / detail-oriented person. ◇A person with a hobby focusing on work and life balance: work hard, play hard. </p>
English Level	Business Conversation Level (TOEIC 735-860)
Japanese Level	Native Level
Salary	Depends on experience
Salary Description	<p>【Social insurance】 Health insurance, welfare pension insurance, employment insurance, worker's compensation insurance</p> <p>【Allowances】 Commuting allowance (paid based on company regulations), overtime allowance (fixed overtime pay system, excess paid separately)</p>
Holiday Description	<ul style="list-style-type: none"> ◇Complete five-day work week (Saturday, Sunday, and holidays) ◇Summer: 5 days (paid use) ◇New Year holidays: 5th ◇Paid holiday: 10 to 20 days (granted on a pro rata basis when joining the company) *Annual holidays: 120 days
Job Contract Period	<p>Full-time employees: No stipulations (65 years old with retirement age system).</p> <p>*Probational Period: 6 months</p>
Nearest Station	<p>Tokyo Metro Hibiya Line: 4 minutes walk from Kayabacho Station</p> <p>JR Keiyo Line: 5 minutes walk from Hatchobori Station/5 minutes walk from Kayabacho Station</p>