

## Job Detail

Manager Level

Position Title	[English] IR manager candidate/IT consulting company/Annual income 5 million to 10 million/Full-time employee @ Ginza
Recruiter Company	GLOBALPOWER Inc. / 株式会社グローバルパワー
Company Name	Company name is private
Activated / Updated	2024-05-02 / 2024-05-09
Job Type	Planning/Marketing/PR - Publicity/IR Finance/Accounting - Accounting/Finance Finance/Accounting - Due Diligence
Industry	IT Consulting
Location	Asia Japan Tokyo
Job Description	<p>In order to aim for listing, we have established an IR department and would like to support our rapidly growing organization.</p> <ul style="list-style-type: none"> <li>• Information gathering and internal coordination</li> <li>• Preparation of disclosure documents and dissemination of information</li> <li>• Creating an IR system</li> <li>• CSR activities</li> <li>• Response to external stakeholders</li> <li>• Management of financial results briefings</li> <li>• Summary of shareholder/investor intentions</li> <li>• Presentation in English</li> <li>• Brush up your website in English, etc.</li> </ul> <p>*As this is a new department, you will initially work with the CFO.</p>
Company Info	<p>IT consulting firm</p> <p>A consulting firm that provides one-stop services from business/IT strategy planning, various project management, and support for the introduction of cutting-edge technology.</p>
Working Hours	10:00~19:00
Qualifications	<p>■Required skills</p> <ul style="list-style-type: none"> <li>• IR work experience (2 years or more)</li> <li>• Accounting and tax knowledge to understand the numbers in a company's financial statements</li> </ul> <p>■Portrait</p> <ul style="list-style-type: none"> <li>• Curious people who want to try new things</li> <li>• Those who can value teamwork</li> </ul>
English Level	Fluent (TOEIC 865-)
Japanese Level	Fluent(JLPT Level 1 or N1)
Salary	JPY - Japanese Yen JPY 5000K - JPY 10000K
Salary Description	<p>410,000 to 830,000</p> <ul style="list-style-type: none"> <li>• Salary increase</li> <li>• Transportation expenses (up to a monthly limit of 50,000 yen)</li> <li>• Complete social insurance</li> <li>• Sports recreation system (subsidy provided by the company if certain conditions are met)</li> <li>• Congratulations and condolence money (marriage, condolence, childbirth)</li> <li>• Lump-sum birth and childcare allowance</li> <li>• Qualification acquisition support system</li> <li>• Randoseru presentation</li> <li>• Award system: Awarded at monthly all-employee meetings</li> </ul>

	*We plan to continue introducing new welfare systems in the future.
Holiday Description	<ul style="list-style-type: none"> <li>• Saturdays, Sundays, and holidays</li> <li>• 10 to 20 days of paid leave per year (minimum number of days granted after 6 months of employment)</li> <li>• Special leave (5 days granted from the first day of employment)</li> <li>• Birthday leave</li> <li>• Summer/winter/Golden Week holidays◆Pre-natal/post-natal/childcare leave/maternity leave/nursing care leave</li> </ul> <p>※Work on Saturdays and Sundays may be required (substitute leave can be taken on weekdays)</p> <p>※Number of holidays per year: 120 days</p>
Job Contract Period	Full-time employee (trial period: 3 months)
Nearest Station	Higashi Ginza Station (3 minutes walk)