

## Job Detail

Staff Level

Position Title	Cost Accountant (cost accounting and accounting work) / Use your English skills to work in a global environment! Great work-life balance
Company Name	Du Pont Japan Kabushiki Kaisha
Activated / Updated	2024-05-08 / 2024-05-08
Job Type	Finance/Accounting - Accounting Finance/Accounting - Accounting/Finance Finance/Accounting - Other
Industry	Chemicals/Petro-Chemicals
Location	Asia Japan Tokyo
Job Description	<p>∟Appealing points∟</p> <ul style="list-style-type: none"> <li>◆A global company with over 220 years of history!</li> <li>◆A fusion of both foreign and Japanese companies, so you can use your English</li> <li>◆Hybrid working makes it easy to maintain a work-life balance</li> <li>◆You can gain practical costing experience in a global workplace</li> </ul> <p><b>【About us】</b> DuPont is committed to addressing important issues such as providing clean water to over 1 billion people on the planet, manufacturing materials essential to everyday technology devices from smartphones to electric cars, and protecting employees around the world.</p> <p>A leading multi-industry company that provides sustainable solutions that bring real purpose and value. A collaborative company that believes that the best work can be done by working together as a team, values diverse ideas, and is full of a collaborative spirit. If you want to work in such a company, DuPont is the perfect company for you.</p> <p><b>【Position overview】</b> This time, DuPont Japan Group is recruiting a cost accountant for our Shinjuku office in Tokyo.</p> <p>The work you will be entrusted with will mainly involve cost accounting and accounting for HD Microsystems Co., Ltd., our joint venture company. You will perform cost accounting, business analysis, monthly closing, and other financial tasks to create timely, accurate, and reliable financial information.</p> <p>HD Microsystems has a factory in Hitachi, Ibaraki Prefecture. Occasional business trips to the Hitachi factory for cost accounting will occur. (Approximately 2 hours one way, one day trip)</p> <p><b>[Duties]</b></p> <ul style="list-style-type: none"> <li>• Standard cost calculation for Hitachi plant products using SAP HANA</li> <li>• Analyze cost of sales and report to business departments</li> <li>• Act as a business consultant for business process improvement</li> <li>• Prepare monthly sales reports</li> <li>• Perform monthly, quarterly, and annual closing tasks (journal entry entries, account reconciliations, etc.).</li> <li>• Analyze and prepare monthly account reconciliations</li> <li>• Maintain fixed asset records with proper classification to ensure accurate depreciation</li> <li>• Monitor open projects along with construction accounts to ensure timely capitalization.</li> <li>• Support internal and external audits</li> </ul>

	<ul style="list-style-type: none"> <li>• Assist with tax return work</li> <li>• Improve financial processes for financial accounting and internal controls</li> <li>• Perform other tasks and projects</li> </ul> <p>*DuPont is an equal opportunity employer. It is DuPont's policy not to discriminate against any applicant for employment on the basis of race, color, religion, creed, sex, sexual orientation, gender identity, marital status, national origin, age, veteran status, disability, or other class. If you require a reasonable accommodation to search for or apply for a job, please see the contact information on our Accessibility page.</p>
Company Info	<p>[About the organization] Currently, accounting is handled by a team of three people. Of these, one is the manager and two are in charge of the actual work. Once you join the company, a veteran employee in charge of the work will provide you with training.</p> <p>[About where you will be joining] You will join DuPont Specialty Products and be seconded to HD Microsystems, Inc. (HDMS).</p> <p>[Measures to prevent passive smoking] Smoking is prohibited indoors as a general rule.</p>
Working Hours	<ul style="list-style-type: none"> <li>• Working hours: 7.5 hours actual work time</li> <li>• Flex time system: Core time 11:00-15:00</li> <li>• Times outside of core times can be adjusted to suit your own lifestyle in coordination with your team members.</li> </ul>
Qualifications	<p>[Qualifications/Required Experience]</p> <ul style="list-style-type: none"> <li>- University graduate or above (majoring in accounting or finance is preferred)</li> <li>- Business level Japanese (for foreigners)</li> <li>- Business level English (TOEIC score of 800 or above is preferred)</li> <li>- 5+ years of experience in corporate accounting and reporting</li> </ul> <p>[Preferred experience/qualifications]</p> <ul style="list-style-type: none"> <li>- Cost accounting experience</li> <li>- 5+ years of SAP operations experience</li> </ul> <p>[Desired personality]</p> <ul style="list-style-type: none"> <li>- Ability to effectively manage multiple priorities and ambiguity in a dynamic, fast-paced environment</li> <li>- High analytical skills</li> <li>- Proactive work</li> <li>- A mindset that actively tackles problems</li> <li>- Able to work in a team while being self-managing and responsible</li> </ul>
English Level	Business Conversation Level (TOEIC 735-860)
Japanese Level	Fluent(JLPT Level 1 or N1)
Chinese Level	None
Salary	JPY - Japanese Yen JPY 4500K - JPY 7000K (Month salary : JPY - Japanese Yen JPY 375K - JPY 583.333K )
Salary Description	Social insurance provided, transportation expenses fully covered, overtime pay provided
Holiday Description	<ul style="list-style-type: none"> <li>• Saturdays, Sundays, national holidays, New Year's holidays, anniversary of foundation</li> <li>• Annual paid leave</li> <li>• Special paid leave (weddings, funerals, etc.)</li> <li>• Personal sickness leave</li> <li>• Childcare leave</li> <li>• Nursing care leave</li> </ul>

	<ul style="list-style-type: none"><li>• Menstrual leave, etc.</li></ul>
Job Contract Period	<ul style="list-style-type: none"><li>• Full-time employment</li><li>• Contract period: No set period</li><li>• Probationary period: Yes (6 months)</li></ul>
Nearest Station	<p>■Tokyo Shinjuku Office</p> <p>〒160-0022</p> <p>6-1-4 Shinjuku, Shinjuku-ku, Tokyo</p> <p>Directly connected to JR Shinjuku Station</p>