



【900～1300万円】 Manager HRBP and Talent Management

外資ヘルスケアでの募集です。教育研修のご経験のある方は歓迎です。

Job Information

Recruiter

JAC Recruitment Co., Ltd.

Hiring Company

外資ヘルスケア

Job ID

1487901

Industry

Medical Device

Company Type

International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

9 million yen ~ 13 million yen

Work Hours

09:00 ~ 17:30

Holidays

【有給休暇】有給休暇は試用期間満了後から付与されます 入社7ヶ月目には最低10日以上 【休日】完全週休二日制 土 日 祝日 夏...

Refreshed

February 14th, 2025 05:00

General Requirements

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

【求人No NJB2236935】

- ・ Accompany and support the Human Resources processes (selection onboarding training performance evaluation personnel management Organizational Development Culture Well being employee relations departing) across the company.
- ・ Be a trusted advisor of the functional leaders and managers assisting and coaching them with effective management of the teams.

- Ensure all HR related activities and movements such as promotion / demotion manager change attendance role changes are updated correctly on required systems such as Workday and local payroll platforms.
- Implement and participate in the design of organizational culture initiatives to make the company the best place to work.
- Implement/Support leadership and individual development programs and give them timely support in the management processes of their work teams when required.
- Assist and guide managers and employees use self serving HR related systems and platforms for Annual Compensation Review Talent Review Program A.C.E. Check in and other procedures.
- Partner closely with local and regional C B and Total Rewards in designing implementing and administering competitive salary incentive and recognition programs.
- Be a point of contact for employees to provide information and facilitate the general interpretation of HR policies processes procedures programs plans and activities.
- Be a point of contact for Employee Relations related issues liaising with external labor law experts.
- Stay in sync with current legislation regarding health environment and safety issues; leading programs implemented by the company such as Employee Health Committee.
- Will work closely with other business partners (e.g. Finance IT Manufacturing etc) to deliver solutions and change management plans that drive sustainable business results.

Required Skills

REQUIRED EXPERIENCE AND COMPETENCIES

- 7+ years of working in human resources with 3+ years of successful business partnership with proven success in linking HR strategies to the business.
- Experience (2+ years main or sub) of designing and implementing Talent Management Leadership Development and Learning programs for all levels in the company.
- Experience of working in multinational / matrix environments together with senior leadership.
- Ability to lead and drive changes influence decision makers and facilitate organizational development.
- Ability to facilitate simply structured workshops and training programs towards managers and employees.
- Strategic mindset coupled with a customer centric approach to HR focused on driving business success through effective HR solutions.
- Skills and capability to manage MS Office software Word Power Point and Excel (At least VLookup Pivot table level) .
- Excellent communication and interpersonal skills to develop relationships with stakeholders at all levels.
- Business level English and Japanese fluency in writing and speaking.
- Experience of working in pharmaceutical or medical industry as an HR professional is preferred.
- Experience with using and administering Workday as an HR professional is preferred.
- Experience of conducting safety and health committee as a health administer is a plus.

Company Description

ご紹介時にご案内いたします