



## 【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**

January 17th, 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.
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## 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.
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## Company Description

ご紹介時にご案内いたします