



## People Excellence Partner

フランス系大手製薬企業での募集です。HRBPのご経験のある方は歓迎です。

### Job Information

**Recruiter**

JAC Recruitment Co., Ltd.

**Hiring Company**

フランス系大手製薬企業

**Job ID**

1488799

**Industry**

Pharmaceutical

**Company Type**

International Company

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

5 million yen ~ 12 million yen

**Work Hours**

08:45 ~ 17:30

**Holidays**

【有給休暇】初年度 10日 4か月目から 【休日】完全週休二日制 年末年始 土・日・祝日・夏季休暇・有給休暇（年次により付与...）

**Refreshed**

October 10th, 2024 00:00

### 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 NJB2236155】

- ・ Strategy policy: Implement changes locally according to People Business Partner CoE guidelines
- ・ Manage new hires arrival in partnership with People Services for administrative tasks
- ・ Coordinate manage training delivery tracking
- ・ Guide employees managers through the performance process. Perform year end calibration according to CoE guidance with the People Business Partner when appropriate

- Support People Services in global mobility of employees
  - Manage coordinate employee separation absence with People Services for administrative tasks with support from People Business Partner when appropriate
  - May be of support to contingent non employee resources (conversion transfer termination)
  - Support People related local projects
  - Proactively encourage all line managers and employees to utilize ESS/MSS and MyPortal
  - May serve as a point of contact for Workday P C transactions notifications and approvals
  - Promote continuous improvement through feedback loops and process improvement ideas and implementation with People Excellence COE Partner People Services
  - Organization Management · Support large organization changes with People Business Partners (RIFs expansions) . Offer org. system support for line management. Conduct Workday org audits and clean up efforts
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### Required Skills

- Fluent in written/oral English and Japanese
  - Better to have MNC experience
  - HR Operation experience
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### Company Description

ご紹介時にご案内いたします