

# MOMENTIVE™

Talent Acquisition Expert | 会社の事業戦略からグローバルチームと連携し、採用計画から戦略まで立案

◆ 5年以上の採用/人事全般の経験を求める ◆ 人材紹介コンサル出身の方も歓迎します

## Job Information

### Hiring Company

Momentive Performance Materials Inc.

### Job ID

1489388

### Industry

Chemical, Raw Materials

### Job Type

Permanent Full-time

### Location

Tokyo - 23 Wards, Minato-ku

### Salary

Negotiable, based on experience

### Refreshed

August 16th, 2024 00:00

## General Requirements

### Minimum Experience Level

Over 6 years

### 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

### Summary

The Talent Acquisition Expert will design the talent acquisition strategies in line with business needs for Japan, with potential inclusion of recruitment for Korea. Manage full life cycle recruitment. Act as an adviser to provide consultancy to business, offering insights to mapping ideal candidate profiles, attracting qualified talent, enhancing candidate experience, developing dynamic employer branding, and cultivating relationships for talent pipelines. Measure and monitor effectiveness of sourcing practices and adjust as needed.

### Responsibilities Include

- Design and implement effective recruitment strategies in line with current and future business strategy and talent needs.
- Source candidate using various methods, including job boards, social media networking events and third parties.
- Optimize the end-to-end recruitment (from hiring manager intake meetings, candidate sourcing, screening & interviewing, selection through offer) to enhance the successful hiring ratio and time to fill for vacancies.

- Partner with hiring managers to provide expert advice on recruitment best practices, crafting job postings and requirements for attraction, interview techniques and candidate selection.
- Establish Employment Brand initiatives in line with Global Momentive Branding and Diversity focus to build talent pipeline through strong exposure on social media.
- Develop sustainable fresh graduate hiring program and networks to ensure adequate pipeline for annual hiring of entry level talent.
- Drive the elevation of search firm strategy at multiple Japan locations to maximize channels and resources, create a sustainable talent pipeline for current and future business needs. Monitor firms' performance and negotiate contract terms.
- To assure a positive and professional recruitment and onboarding experience for all candidates.
- Monitor and interpret trends based on the internal metrics and external market insight to influence business decisions related to actions and resourcing allocation.
- Advise stakeholders on TA related policies, processes, and legal requirements to comply with local labor laws and organizational standards.
- Collaborate with Global Talent Acquisition team to implement best practices.

---

## Required Skills

### Minimum Qualifications

- 5 – 8 years relevant recruiting or HR experience required.
- Bachelor's degree in HR, Business, or relevant discipline.
- Full cycle recruitment experience, including advising and supporting hiring manager.
- Deep understanding of recruitment process, best practices, and relevant laws
- Demonstrated and innovative success using different forums of social media, job boards.
- Strong interpersonal and influencing skills, adept to engaging with stakeholders and candidates across all levels.
- Strong communication skills including verbal, written, presentation and listening skills.
- Proficient in Word, Excel, PowerPoint, and on-line search & candidate sourcing techniques.
- Fluent in English and Japanese.

### Preferred Qualifications

- Employer branding promotion experience.
- With headhunter or search firm background.
- Experience in chemical industry.
- Proven track record generating niche candidates through complex sourcing techniques and navigating challenging market dynamics.
- Experience with Workday or other recruitment systems.
- Fluent in Korean.

### What We Offer

At Momentive, we value your well-being and offer competitive total rewards and development programs. Our inclusive culture fosters a strong sense of belonging and provides diverse career opportunities to help you unleash your full potential. Together, through innovative problem-solving and collaboration, we strive to create sustainable solutions that make a meaningful impact. Join our Momentive team to open a bright future. **#BePartoftheSolution**

### About Us

Momentive is a premier global advanced materials company with a cutting-edge focus on silicones and specialty products. We deliver solutions designed to help propel our customer's products forward—products that have a profound impact on all aspects of life, around the clock and from living rooms to outer space. With every innovation, Momentive creates a more sustainable future. Our vast product portfolio is made up of advanced silicones and specialty solutions that play an essential role in driving performance across a multitude of industries, including agriculture, automotive, aerospace, electronics, energy, healthcare, personal care, consumer products, building and construction, and more.

Momentive believes a diverse workforce empowers our people, strengthens our business, and contributes to a sustainable world. We are proud to be an equal opportunity employer. Qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, status as a protected veteran, or any characteristic protected by law.

To be considered for this position candidates are required to submit an application for employment and be of legal working age as defined by local law. An offer may be conditioned upon the successful completion of pre-employment conditions, as applicable, and subject to applicable laws and regulations.

---

## Company Description