



PR Senior Manager 【international team】

Excellent company culture, urgent hiring

Job Information

Hiring Company

[Weave Living Japan K.K.](#)

Job ID

1491787

Industry

Hotel

Company Type

Small/Medium Company (300 employees or less) - International Company

Non-Japanese Ratio

About half Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Chiyoda-ku

Salary

8 million yen ~ 15 million yen

Refreshed

November 20th, 2024 11:00

General Requirements

Minimum Experience Level

Over 10 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

About the Role:

We are now looking for Head of Public Relations to join our Group HQ team while based in Tokyo, who will be responsible for overseeing the entire public relations function across key APAC markets, and to shape and direct public relations initiatives in achieving the vision, mission, and value of the company and upholding the reputation of Weave Living and its brands.

As our Head of PR, we will rely on you to:

- Structure and develop framework and strategies, coordinate with different departments and markets to deliver targets and initiatives for meeting the company's expectations on public affairs, communications, and sustainability
 - Influence and build relationships with a wide range of stakeholders, including business partners, influencers, journalists, and local/ regional media community
 - Maintain good media relations and identify speaking opportunities for senior leaders to promote the company brand
 - Plan and implement a full range of PR & communications strategies to raise our profile with key target audiences, including press releases, regular interviews, collaboration opportunities, events, corporate communications, crisis management and serve as one of Weave Living's spokesperson for delivering regular media briefings.
 - Engage and align key messages with internal and external stakeholders, and to create and/ or edit corporate communications materials and press releases in English and Japanese.
 - Supervise and guide the team or external agencies in delivering PR campaigns, and prepare regular reports on key PR deliverables.
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Required Skills

We Are Looking for Someone Who Has/ Is

- A minimum of 10 years' relevant experience in corporate communications and public relations in-house or with agency, and regional experience would be advantageous
- Bachelor's Degree or above in Communications/Journalism/Public Relations or relevant discipline
- Excellent written and spoken English and Japanese; a great storyteller with the ability to develop content
- Established media network with a proven track record of delivering successful end-to-end communication campaigns and handling crisis communications
- Ability to think strategically and develop innovative solutions to reputation management and public relations challenges
- Demonstrable leadership and team-working skills, including ability to motivate and support others, and willingness to 'pitch in' at all levels of work
- Detailed-minded, strong presentation, project management, problem-solving, and multi-tasking skills
- Effective team player with good interpersonal skills who can collaborate well with a diverse range of stakeholders

Benefits:

- Excellent company culture with the ability to work internationally.
 - Competitive base compensation and bonus scheme
 - International travel potential
 - Growth potential based on performance and interest
 - Top-tier medical care coverage
 - Company-wide outings and retreats
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Company Description