

**【800～1100万円】 Front Office Project Manager**

外資ハイブランドのコスメティックス企業での募集です。 IT系プロジェクトマネー...

## Job Information

**Recruiter**

JAC Recruitment Co., Ltd.

**Hiring Company**

外資ハイブランドのコスメティックス企業

**Job ID**

1497939

**Industry**

Daily Necessities, Cosmetics

**Company Type**

International Company

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

8 million yen ~ 11 million yen

**Work Hours**

09:30 ~ 18:00

**Holidays**

【有給休暇】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 年末年始 完全週休2日制（土・日）、祝日、...

**Refreshed**

November 7th, 2024 08:01

## General Requirements

**Career Level**

Mid Career

**Minimum English Level**

Fluent

**Minimum Japanese Level**

Native

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

## Job Description

【求人No NJB2255708】

【PURPOSE OF THE JOB】

System Support/Development with a minimum of 5 years of experience. Playing a key role in the Local IS Team this candidate will contribute to supporting deploying Front Office solutions in Japan in the Digital area which are integrated into regional solutions (Salesforce Solution ERP Microsoft AX platform marketing automation and loyalty engine) .

Works closely with Digital key users for high level requirements will contribute to design / testing / support of the Front Office

applications (+ integration with Salesforce/POS/ERP) for Japan:

- Digital eCommerce Sites
- LINE applications integrated with CRM Digital
- New projects

The ideal candidate would have project management functional knowledge and be exposed to digital solution environments and projects:

Support Digital / eCommerce sites enhancements (HQ sites localized for Japan)

Understand CRM Multi Channel Integration (e Commerce / Retail / Social CRM)

Familiar with social CRM IT Projects (LINE CRM Integration)

This candidate must have a strong business background understanding and preferably within the Retail industry.

This candidate works with central/ Regional beauty tech/business units to roll out other global or regional projects in Japan in a secure and cost effective way.

#### [MAIN RESPONSABILITIES]

Complying with the beauty tech's guidelines the incumbent will be responsible.

- Manage Projects or sub projects. Maintain project status and related documentation. Coordinate project related activities including planning timelines scheduling meetings coordinating resources and tracking performance.
- Perform analysis and design. Coordinate meetings and interactions with the business users to define and structure requirements. Participate in the analysis definition and documentation of requirements. Lead the creation and documentation of detailed solution designs that are in line with the existing technical environment.
- Develop applications. Interact with vendors to convert designs and technical specifications into computer programs following programming standards and best practices.
- Test and Document. Perform data migration cleansing and review of code of related documentation as required.
- Technical production support of applications. Monitor the performance of production applications and provide the necessary support. Provide technical assistance by responding to inquiries from users regarding errors problems or questions about programs. Train any required technical support staff to use test and support programs. Help structure the technical support of Retail applications.
- Program deployment. Create deployment packages and deployment related documentation.
- Facilitate the transition of programs from development into production.
- Coordinate with Regional/local to transfer projects ownership towards local support maintenance

#### [RELATIONSHIPS]

- Internal: Regional / Central IS T members (beauty tech Community) CRM Digital team eCommerce team
- External: Outsourced vendor (such as LINE service provider warehouse team for eCommerce)

## Required Skills

#### [Key competencies]

- University degree in Computer Science or related field.
- Excellent spoken written Japanese + fluent in English.
- Have excellent communication skills experience working directly with end users understanding business translating requirements into solutions curious pragmatic and pro active and the ability to work independently.
- Structured able to provide regular and consistent reporting.

#### [Technical skills]

- Understanding of technical environment (MS SQL BI etc.) and ability to help structuring technical support.
- Very Good functional understanding of retail Business and Digital / CRM topics
- Good design skills · the ability to structure and formalize requirements with key users and translate them into detailed designs for vendor quotation and development.
- Evaluate emerging technologies.
- Provide thought leadership and perspective.

#### [Profile]

- Excellent communication skills in Japanese English required.
- Willing to manage different sub projects at the same time.
- Willing to work in a multi brand and dynamic organization interacting with various levels: Local Regional Central
- Strong technical skills mixed with exceptionally good business

## Company Description

ご紹介時にご案内いたします