

MichaelPage

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【CIO Office】 Bilingual BA**【CIO Office】 Bilingual BA**

Job Information

Recruiter

Michael Page

Job ID

1508270

Industry

Other (IT, Internet, Gaming)

Job Type

Temporary

Location

Tokyo - 23 Wards

Salary

7 million yen ~ 10 million yen

Work Hours

Working time: 09:00-17:30 Hybrid working style

Refreshed

December 6th, 2024 21:41

General Requirements

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

The CIO Office seeks a proactive Business Analyst with a blend of IT and administrative experience to support the Technology Division and collaborate with C-level executives. The role involves business analysis, process improvement, stakeholder engagement, and KPI tracking, with responsibilities spanning requirements gathering, strategic planning, data management, and operational support.

Client Details

A global leader in e-commerce, fintech, digital content, and communications, renowned for its innovation work environment. Join us to be part of a forward-thinking company that offers vast opportunities for growth and development in a diverse and inclusive culture.

Description

- **Business Analysis:** Gather and clarify requirements, analyze emerging technologies, prepare business cases, and facilitate stakeholder engagement.

- **Operational Support:** Improve processes, track KPIs, and organize executive meetings and events.
- **Strategic Investigations:** Support C-level executives in long-term planning, address organizational challenges, and lead change management initiatives.

Job Offer

- Working time: 09:00-17:30
- Hybrid working style

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Jeff Liao at +81 3 6832 8607.

Required Skills

- Experience in consulting, business or technical work
 - Experience with BI Tools (e.g., Domo, Tableau)
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Company Description

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