



## Project Manager

### Job Information

**Recruiter**

[iWill Capital G.K.](#)

**Hiring Company**

Our client is an American financial company

**Job ID**

1511333

**Industry**

Insurance

**Company Type**

Large Company (more than 300 employees) - International Company

**Non-Japanese Ratio**

About half Japanese

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

12 million yen ~ 14 million yen

**Refreshed**

January 15th, 2025 08:01

### General Requirements

**Minimum Experience Level**

Over 6 years

**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

#### Our Company

We are a leading life insurance group with over 150 years of history. Our operations in Japan began in 1973 as the first foreign-affiliated life insurance company. We prioritize customer focus and innovate insurance products to align with evolving market needs. Our commitment to increasing corporate value is evident through advanced digital transformation projects, including:

- Digitization of various procedures for customers and back offices

- Digitization of distribution processes and establishment of new sales models
- Acceleration of product development cycles
- Transformation of legacy systems

Our future plan is to become the most chosen life insurance company by promoting digital experiences (DX) through technologies such as generative AI and accelerating SDG-related initiatives.

#### Our Team

The Project Management Implementation Group is a professional organization committed to success and leading key projects that are part of our growth strategy. Our vision is to maximize stakeholder satisfaction and contribute to the company's development through project success. We maintain close relationships with executives and are involved from the conceptual stage of projects, ensuring a detailed understanding of the company's strategy and future direction. Recently, we have been promoting project delivery using the Agile methodology. We are looking for a project manager motivated to lead and support the execution of these strategic initiatives.

#### Functional Role: Project Management

You will be assigned to strategic initiatives to manage and drive their execution through close collaboration with business and IT leaders and project members. Main responsibilities include:

#### Planning

- Prepare various materials (roadmap, Work Breakdown Structures (WBS), governance documents, report templates, discussion materials with management, minutes, etc.)

#### Coordination

- Stakeholder management (establishing cooperative relationships with senior management, supporting project leads, etc.)
- Foster business and technology partnerships by promoting collaborative teams and communication

#### Execution

- Governance: Manage appropriate controls, track progress, and address challenges and risks
- Prepare reports and presentation materials
- Propose and facilitate problem-solving and risk mitigation
- Manage cost and benefit analysis

#### Promotion

- Promote and educate on the Agile project delivery model
- Coach junior members

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## Required Skills

#### Experience

- 5-10 years of business and practical experience
- 5+ years of experience in project initiation, execution, and delivery
- Project-based leadership or departmental people management experience
- Experience preparing various project-related reporting materials for management
- Knowledge of project management methodologies

#### Skills

- Ability to create business-level documents (in both Japanese and English)
- Strong communication skills, including management-facing capabilities

- Presentation skills

#### Preferable Skills and Qualifications

- Certifications such as PMP, Prince2, Agile, etc.
- Proficiency in English communication in addition to documentation skills
- Experience with Agile projects
- System R&D experience
- Business experience in the financial or insurance industry
- Multinational business experience
- BA/requirements definition skills

#### Personality

- Self-motivated
- People- and team-oriented
- Highly adaptable
- Resilient and tenacious
- Participative management style
- Strategic thinker

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#### Company Description