



Job Description

Job Title: Japanese Speaking HR Engagement Planner

Location: Wattana, Bangkok (Mass Transit system accessible)

**Job Description:** As a Japanese Speaking HR Engagement Planner, you will play a crucial role in developing and implementing engagement strategies that enhance employee satisfaction and productivity. You will work closely with our HR team to create programs that align with our company culture and values.

## Key Responsibilities:

- · Develop and execute HR engagement plans and initiatives.
- · Conduct employee surveys and analyze feedback to improve engagement strategies.
- Organize and manage employee events and activities.

• Provide support and guidance to employees on engagement-related matters.

## **Requirements:**

- Proficiency in Japanese (JLPT N1 level required).
- Bachelor's degree in human resources, Business Administration, or a related field.
- Proven experience in admin, GA, HR or a similar role.
- Strong communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Excellent organizational and project management skills.

**Company Description**