



## HR Manager

外資系リテールビジネス企業での募集です。HRBPのご経験のある方は歓迎です。

### Job Information

**Recruiter**

JAC Recruitment Co., Ltd.

**Hiring Company**

外資系リテールビジネス企業

**Job ID**

1516908

**Industry**

Restaurant, Food Service

**Company Type**

International Company

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

7 million yen ~ 12 million yen

**Work Hours**

09:00 ~ 18:00

**Holidays**

【有給休暇】有給休暇は試用期間満了後から付与されます 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 G...

**Refreshed**

April 4th, 2025 02:00

### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Native

**Minimum Education Level**

High-School

**Visa Status**

Permission to work in Japan required

### Job Description

【求人No NJB2218587】

You will:

- Act as the first contact for the People Team supporting both business leaders and employees.
- Provide appropriate advice and consultation to leaders in decision making and solving thorny employee issues and situations.
- Find and establish ways to make every aspect of the employee lifecycle a great employee experience from

onboarding to offboarding and everything in between

- Partner with functional leadership to set and implement talent acquisition strategies and talent sourcing programs to meet the business and operational needs of a complex organization
  - Lead full life cycle TA process from requisition posting through sourcing and offer acceptance
  - Conduct to the development of People programs and processes such as succession planning learning and development recognition programs etc.
  - Deliver appropriate coaching and developmental feedback to our leaders and team members
  - Ensure employee health and safety in the workplace (e.g. conduct stress check test health and safety committee meetings) and support mental health care in collaboration with industrial doctors.
  - Partner investigate and resolve employee relations matters and investigations including workplace conflicts or allegations of policy and/or legal violations; work to ensure issues are properly identified reported investigated and resolved
  - Advise and support employee on specific company policy and procedure questions
  - Maintain regulatory and compliance practices in areas of support
  - Collaborate with HQ counterparts and lead implementation as owner of several global HR projects.
  - Draft review and update Employee Relations and People (HR) related communications
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## Required Skills

You have:

- 5+ years experience as an HR generalist or Business Partner ideally in consumer retail food/beverage and/or production facilities
  - Strong knowledge of labor/employment laws and practices Japan specific risk and HSE.
  - Broad familiarity with general HR disciplines and best practices (i.e. TA TD C B OD) and ability to apply practices with judgment to specific situations
  - Ability to communicate (reading writing and speaking) clearly and effectively in English and Japanese
  - Specific experience with employee relations and navigating difficult situations and conversations
  - Superb judgment
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## Company Description

ご紹介時にご案内いたします