

# MichaelPage

[www.michaelpage.co.jp](http://www.michaelpage.co.jp)

【English OK】 IT Project Manager

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## Job Information

### Recruiter

[Michael Page](#)

### Job ID

1523119

### Industry

Retail

### Job Type

Temporary

### Location

Tokyo - 23 Wards

### Salary

8 million yen ~ 10 million yen

### Work Hours

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

### Refreshed

February 21st, 2025 18:40

## General Requirements

### Career Level

Mid Career

### Minimum English Level

Business Level

### Minimum Japanese Level

Basic

### Minimum Education Level

Bachelor's Degree

### Visa Status

Permission to work in Japan required

## Job Description

Seeking a project manager to lead technical and business-focused initiatives, ensuring seamless collaboration between teams while managing scope, timeline, budget, and risks. The role involves driving project execution, stakeholder communication, and process adherence using structured project management methodologies.

### 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

- Ensure projects meet scope, budget, and deadlines.
- Communicate proactively and manage stakeholder expectations.
- Oversee roles, scope, quality, risks, and procurement.

- Maintain project documentation.
- Handle scope, schedule, and budget changes.
- Ensure adherence to project processes (RPMM).
- Facilitate meetings and share meeting minutes.

#### **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.

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#### **Required Skills**

- Application project management experience
  - Experience in working in cross-cultural development teams
  - Excellent written and oral communication skills in English
  - Knowledge on project management methodologies Experience in both Agile and Waterfall
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#### **Company Description**

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