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Business Development & Marketing Specialist - Global law firm

BD & Marketing Specialist - Law firm

Job Information

Recruiter
[Michael Page](#)
Job ID

1526681

Industry

Legal

Company Type

Large Company (more than 300 employees) - International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

6.5 million yen ~ 10 million yen

Refreshed

March 14th, 2025 16:22

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

No permission to work in Japan required

Job Description

This role supports the Tokyo BD and marketing team in developing and executing business plans, focusing on energy transition initiatives and strengthening client relationships with both Japanese and international clients. Key responsibilities include managing client engagement activities, preparing pitch materials, analyzing data, overseeing directory submissions, and ensuring efficient BD infrastructure and media engagement.

Client Details

Our client is a global law firm with a strong presence in key markets, offering a mix of local expertise and cross-border integration. Established in Tokyo more than 40 years ago, it has grown into one of Japan's largest firms, with a diverse team of local and internationally qualified lawyers providing full-service legal support across various sectors, including corporate law, M&A, financial transactions, projects, energy, antitrust, intellectual property, and real estate.

Description

- Support the Tokyo BD & marketing team in developing business plans and initiatives, with a focus on the energy transition and client relationship development.
- Lead client engagement activities, including seminars, conferences, events, and thought leadership, while managing pitch materials and directory submissions.
- Collaborate with partners and the Senior BD & Marketing Manager to enhance media engagement, maintain BD infrastructure, and analyze pitch feedback to refine strategies.

Job Offer

- Competitive compensation and benefits package.
- Flextime system and remote work availability.
- Opportunity for career growth.
- Work for one of the largest law firm in the world.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Jamel Akalay on +81 3 6832 8935.

Required Skills

- 5+ years of business development/communications experience, preferably in a global law firm, with fluent-level Japanese and high proficiency in business English.
 - Strong stakeholder management, project management, and communication skills, with the ability to influence partners and manage multiple projects under pressure.
 - Creative, commercially minded, and able to foster cross-practice initiatives, with experience in Asian markets and a proactive attitude towards learning and growth.
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