



Project Manager / プロジェクトマネージャー

Marketing Advertising Company

募集職種

人材紹介会社

アヘッド・ジャパン

採用企業名

Marketing Advertising Company

求人ID

1011115

業種

広告・PR

雇用形態

正社員

勤務地

千葉県

給与

600万円 ~ 800万円

更新日

2025年03月28日 14:58

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ネイティブ

最終学歴

大学卒：学士号

現在のビザ

日本での就労許可が必要です

募集要項

Project & Campaign Management

- Develop and manage project plans, ensuring all deliverables align with client objectives, timelines, and budgets.
- Oversee the execution of integrated B2B campaigns, including PR, content marketing, paid media, digital, and events.
- Coordinate with internal teams (PR specialists, content writers, designers, and digital marketers) to ensure seamless project execution.

Monitor KPIs and adjust strategies to optimize results.

- Client Communication & Relationship Management
- Serve as the primary point of contact for clients, managing expectations and ensuring transparency.
- Lead client meetings, providing updates on project progress, insights, and next steps.

- Gather and incorporate client feedback, making necessary adjustments to ensure success.
- Maintain long-term relationships by delivering high-quality work that drives client satisfaction.

Cross-functional Coordination & Resource Management

- Work closely with account managers, strategists, and creative teams to ensure projects run smoothly.
- Manage workloads and allocate resources efficiently across projects.
- Identify potential bottlenecks and proactively resolve them.

Budget & Timeline Oversight

- Track project budgets and ensure campaigns remain within financial parameters.
- Monitor deadlines, identifying risks early and taking corrective action to prevent delays.
- Ensure accurate reporting on financials, project milestones, and campaign performance.

Quality Control & Performance Analysis

- Review and approve content, press releases, marketing materials, and digital assets before client delivery.
- Conduct post-campaign evaluations, analyzing performance metrics and ROI.
- Provide insights and recommendations to improve future projects and agency processes.

スキル・資格

- Strong understanding of B2B marketing, PR, and digital strategies (content marketing, SEO, paid media, media relations, etc.).
- Proven ability to manage multiple projects, deadlines, and stakeholders simultaneously.
- Exceptional communication and presentation skills.
- Experience using project management tools (e.g., Asana, Click-up, Monday.com, or similar).
- Analytical mindset with the ability to measure and optimize campaign performance.
- Team player with a proactive, problem-solving attitude.
- Experience working with global clients and cross-functional teams is a plus.

会社説明

Think Ahead. Move Ahead.

We know that who you work with matters.

Think of Ahead - think of your future.

Ahead Japan is an executive search firm changing recruitment in Japan and the APAC region. Headquartered in Tokyo, we assist SMEs and multinational corporations in their hiring needs with our extensive network of bilingual professionals. Ahead specializes in function-based recruiting in the areas of IT, Marketing, Finance & Accounting, and Office Administration.

Here at Ahead, we know that who you work with matters. We help you think positively and move forward. For our clients, we are dedicated to helping you build a strong workforce and assure you we'll find the best candidate for the job. For our candidates, we are focused on supporting your ambitions and placing you in a position that reflects them. So whether you are a client or a candidate, when you think of Ahead, think of your future.

アヘッドはあなたの未来を応援します。

アヘッド・ジャパンは日本及びAPAC地域におけるキャリア採用の在り方を変えるべく設立された、バイリンガル人材に強いエグゼクティブ・サーチ&リクルートメント会社です。東京を拠点とし、幅広いネットワークを活かして中小企業から大手多国籍企業まで多彩なクライアント企業とバイリンガル人材を結ぶお手伝いをしています。取扱職種はIT、マーケティング、経理財務、及びオフィス・アドミニストレーションです。

アヘッド・ジャパンは、仕事をする上で「人」が大事であると信じています。私たちの仕事は、皆様が前を向いて一步を踏み出すお手伝いをすることです。クライアント企業が採用ポジションにベストマッチする候補者を見出し、強いチームを作れるように。また転職活動中の方が、一人ひとりの目標や希望にかなった仕事、ポテンシャルを十分に生かせる環境に出会えるように。企業にとっても、候補者にとっても、アヘッド=未来、でありたいと願っています。