



(Event Planning+Wellbeing) Employee Engagement Specialist

Improving Employee Wellness + Work Life

募集職種

採用企業名

TDCX Japan株式会社

求人ID

1474861

部署名

人事部

業種

その他（人材サービス）

会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

外国人の割合

外国人 少数

雇用形態

正社員

勤務地

神奈川県, 横浜市神奈川区

最寄駅

東海道本線（熱海-東京）、横浜駅

給与

300万円～450万円

勤務時間

9時～18時

休日・休暇

土日祝休

更新日

2024年07月02日 01:00

応募必要条件

職務経験

1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 (英語使用比率: 25%程度)

日本語レベル

ビジネス会話レベル

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

[TDCX Group, the world's largest BPO service provider]

Join us as an Employee Engagement Specialist at TDCX Japan! At TDCX Japan, we value creating opportunities for employees to communicate beyond departments by organizing various events to enhance employee engagement. This position is also important for managing general affairs within the company. Additionally, you will be responsible for branding externally, so you'll have opportunities to collaborate with Japan's project team and the global team, allowing you to fully utilize your communication and English skills.

★ Events Held in 2023 ★

- Bowling Tournament
- Free Shaved Ice
- Happy Hour
- Easter Egg Hunt
- International Women's Day
- Food Drive, etc.

[Specific Job Responsibilities]

- ▶ Plan and execute employee engagement activities.
- ▶ Plan annual engagement events and secure necessary budgets.
- ▶ Analyze employee satisfaction survey results.
- ▶ Communicate with department leaders, create action plans, and provide support as needed.
- ▶ Implement various award applications.
- ▶ Collaborate with the global marketing team to support brand building internally and externally.
- ▶ Prepare and host onboarding for new hires.

スキル・資格

[Desired Qualifications]

- ▶ Bachelor's degree or above
- ▶ Minimum of 2 years of practical experience in a related field, **especially internal event planning**
- ▶ PC skills (Word, Outlook, PowerPoint, Excel)
- ▶ Strong analytical skills, diligence, and initiative
- ▶ Ability to work under pressure and strive for results

[Application Requirements]

- Proficiency in Japanese (business level or above)
- Proficiency in English (business level or above)

会社説明