



HR Assistant Manager

グループ売上 1 兆円以上！大手車載機器グローバル企業で経験を活かしませんか？

募集職種

採用企業名

フォルシアクラリオン・エレクトロニクス株式会社

求人ID

1486039

部署名

Japan

業種

自動車・自動車部品

会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

雇用形態

正社員

勤務地

埼玉県

給与

500万円 ~ 900万円

更新日

2024年11月21日 03:00

応募必要条件

職務経験

6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

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

Essential responsibilities and duties

The main missions of the role are to:

Acts as a HRBP for a large matrix organization with a focus on Management Development and Talent Acquisition

Purpose - Talent Development and Acquisition role is instrumental in deployment of all aspects of talent management including, strategic talent reinforcements/staffing, Performance Management, Talent Review process deployment, Succession management and high potentials / high professionals talent development. This role acts as key interface between region and global teams to deploy global processes, programs for improving the capability of the Japan organization.

Reporting to: HR Manager

Key roles and responsibilities :

- Consults with line managers and providing HR guidance when appropriate. Addressing HR issues.
- Develop and implement recruitment strategies to attract top talent including sourcing, interviewing, and selection.
- Utilize innovative sourcing methods to attract top talent, including social media, employee referrals, and personal network.
- Closely partner with the hiring teams to understand their hiring needs and develop effective recruitment plans; experienced in RPO management.
- Drive and ensure sustainable improvements in initiatives and results for Diversity & Inclusion, injecting fresh and potential talent.
- Deploy global talent review process to identify, calibrate high potentials and devise development plans to improve readiness of talent.
- Set robust talent review routines for functions, sites to ensure continuous focus on talent management in the organization
- Deploy Faurecia University global programs for FCE Japan talents and co-design, deploy specific local learning programs
- Management and support of event activities hosted by HR
- International mobility management and support
- Drive strong focus on engagement and retention initiatives in the region.
- Lead Management Development team as well as a RPO team, providing guidance, coaching, and support to ensure the team meets their missions.

スキル・資格

Qualifications

- Education: Bachelor's degree and above
- English level: Business
- Japanese level: Business

Experience:

- 3-5 years of experience in HR is preferred
- Understanding of HR Controlling, budgeting, Japanese labor law is a strong plus point
- Experience in Compensation & Benefit is also welcome

Skills and competencies:

- Business fluency in both Japanese and English is a must. Effective communication and presentation skills.
- Solid knowledge of MS Office products including Excel, Word, PowerPoint, and Outlook
- Ability to build relationships across all levels of the organization
- High degree of inter-cultural awareness and agility
- Must be able to manage multiple tasks simultaneously
- Good team player in Japanese business environment

会社説明