



## Digital Manager

### 募集職種

#### 人材紹介会社

Hire Pundit Japan 株式会社

#### 求人ID

1496000

#### 業種

デジタルマーケティング

#### 雇用形態

正社員

#### 勤務地

東京都 23区

#### 給与

850万円 ~ 900万円

#### 更新日

2024年11月22日 12:01

### 応募必要条件

#### 職務経験

10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

高等学校卒

#### 現在のビザ

日本での就労許可が必要です

### 募集要項

This role focuses on managing digital content projects, partnering with clients and agencies to ensure project deliverables align with client objectives and timelines. The candidate will collaborate with offshore project teams, maintain quality assurance standards, and serve as a central point of contact throughout the project lifecycle.

#### Key Responsibilities:

- Gather requirements and scope deliverables based on client objectives.
- Collaborate with offshore project managers and facilitate project planning and milestone tracking.
- Ensure adherence to quality standards and timelines for digital projects.
- Support medical project teams, especially for Japanese projects, ensuring effective communication.
- Manage project-related risks and track progress using project management tools.
- Serve as the primary contact for all digital content projects.

### スキル・資格

- Experience in digital marketing/content production.

- Client-facing and presentation skills.
  - Strong communication skills in Japanese and business-level English.
  - Ability to work independently and as part of a cross-functional team.
  - Proficiency in MS Office and project management tools.
  - Strong organizational skills, including meeting administration.
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会社説明