

MichaelPage

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HR Director - Multinational Aerospace company

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募集職種

人材紹介会社

マイケル・ページ・インターナショナル・ジャパン株式会社

求人ID

1507706

業種

その他（メーカー）

雇用形態

正社員

勤務地

兵庫県

給与

1300万円 ~ 1700万円

更新日

2024年12月03日 18:47

応募必要条件

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

流暢

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

日本における人事責任者として、CoE、HRBP、チームと協力し、会社、従業員、stakeholderへのサポートを提供。総務・人事2課長として、事業計画に基づきチームの高いパフォーマンスを引き出し、総務・人事1課（東京本社）と連携して会社全体の施策を推進し、強固な組織作りを推進する責任を担う。

Client Details

A global leader in aerospace, the company specializes in the design, manufacturing, and delivery of aircraft, helicopters, and space systems. Known for its commercial airliners, it serves airlines worldwide. The company also develops military aircraft, and provides satellite, space exploration, and defense solutions. With a focus on innovation, sustainability, and advanced technology, it plays a key role in the aviation industry, delivering products that improve air travel efficiency and safety while striving for a reduced environmental impact. With a global presence, they have 300 employees across Japan, including locations in Kobe and Tokyo.

Description

Personnel Management

- Recruitment of new graduates, mid-career employees (permanent, contract), and temporary staff.
- Internal training for employees: hierarchy-specific, needs-based workshops, and compliance training management.
- Personnel evaluation, assignment, and training operations.
- Develop and implement strategies to improve employee engagement (including well-being).
- Reporting and communication with APAC region and French headquarters as needed.

Labour and Attendance Management

- Labour management (including compliance).
- Overtime management based on attendance records.
- Regular meetings with the Employees' Association.
- Contract renewal for contract employees.

HRBP

- Build strong relationships with department heads and employees.
- Cascading of company and HR guidelines.
- Foster career paths through Career Aspiration Talks.
- Labour relations support.
- Provide advice to management.

General Affairs Management

- Implement information security tasks.
- Plan and conduct BCP and fire evacuation drills.
- Respond to internal and external audits (HR and general affairs) and improvements.
- Manage contractors: facility, reception, cleaning, and renew contracts.
- Approve purchase orders for supplies and HR-related expenses (e.g., recruitment, housing, commuter buses, lunch, stamps).
- Other HR-related administrative tasks.

Facility Management

- Manage facility and environmental protection tasks: liaising with government and airport organizations, and supporting relevant staff.
- Provide support for leasing office equipment, furniture, company vehicles, etc.

Job Offer

- international environment
- career progression
- world renowned company
- performance bonus
- international mobility
- competitive compensation
- industry leading organization

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Jeff Henderson on +813 6627 6055

スキル・資格

- strong HRGA experience, including not only HR but labor affairs, legal matters and administration.
- implementation experience of HR systems or process improvements is a big plus
- Bachelor's degree
- Fluency in Japanese with business level English
- people management experience
- multitasking ability
- interpersonal skills
- strong in negotiating and stakeholder management
- excellent labor law knowledge

会社説明

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