Legal Specialist - Leading Global FMCG

Work in a team at a famous brand name

Job Information

Recruiter
ALBERTO K.K.

Job ID
1357171

Company Type
International Company

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
6 million yen ~ 8 million yen

Salary Bonuses
Bonuses paid on top of indicated salary.

Refreshed
November 29th, 2026 05:00

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Native Level

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

This is a brand new role working in a legal team for a major FMCG company with a long history and strong name recognition in Japan. You will be joining experienced team members to work on a range of legal matters for all brands in Japan, in English and Japanese, in a diverse company environment. The company is undergoing strong growth and requires additional legal support as its market share expands further.

The main responsibilities of the role are as follows:

- Review, draft and amend a wide range of legal documents, including third-party vendor agreements, property agreements and licensing, among others
- Give cross-departmental advice on legal matters relating to commercial agreements and sales & marketing materials
- Stay up to date with industry standards and ensure alignment with internal and external regulations
- Manage corporate documentation and registration for all group companies, ensuring compliance with internal and external guidelines and regulations

Required Skills

The main requirements for this role are as follows:

- Law degree from a recognised university, at undergraduate or postgraduate level
- At least 3 years of experience in the law department of a major corporation
- Broad knowledge of Japanese corporate law
- Excellent communication skills, written and spoken, in English (business level) and Japanese (native level)
- Previous experience in the FMCG sector is an advantage

For further details, please contact Andrew directly, and in confidence, at andrew@alberto-recruitment.com or 080-4434-7887

Company Description

About ALBERTO K.K.

Alberto Recruitment is a boutique recruitment agency based in Tokyo and is focused on Legal & Compliance, Finance & Accounting, and Sales & Business Development. Previously known as Legal Intel, the firm comprises a team of talented specialist recruiters who have built a strong reputation for the search and placement of qualified and non-qualified legal and compliance professionals with international companies, as well as placing support function staff with international law firms.

We have a proven track record of successfully finalizing complex mid to senior and executive-level searches for international and Japanese clients. Our recruitment service covers the following industries:

- Pharmaceutical & Healthcare
- Retail, Fashion & Consumer (FMCG)
- Information Technology
- Manufacturing & Industrial
- Professional Services

Legal Team - Legal & Compliance Recruitment

Our Legal Team specializes in Japanese and foreign companies in Tokyo as well as the recruitment of bilingual support staff for leading international law firms. We are able to cover the following legal job functions:

- In-House Counsels
- General Counsel & Head of Legal
- Legal Managers & Contract Managers
- Legal Specialist
- Legal Assistants & Corporate Paralegals
- Law Firm Support Functions (Paralegals & Legal Secretaries)
- Business Development / Marketing Professionals
- Corporate Compliance Officers

Accounting Team - Finance & Accounting Recruitment

Our Accounting Team are experts in the area of commerce finance & accounting recruitment. We aim to deliver results and are able to provide recruitment solutions tailored to the specific needs of our clients. The following are the finance & Accounting positions we cover:

- CFO / Financial Director
- Financial Manager / Financial Controller
- FP & A Director / FP & A Manager
- Senior Financial Analyst / Financial Analyst

- Accounting Manager / Junior to Senior Accountant
- Treasury / Treasury Manager
- Internal Auditor / Internal Audit Manager / Internal Audit Director
- Tax Staff / Manager

Sales Team - Corporate Sales Recruitment

We handle a wide variety of corporate sales roles for our clients from Account Executive to Sales Manager and Business Development positions. The following are the Sales positions we handle:

- Sales Manager & Sales Director
- Account Executive / Account Manager
- Sales & Business Development Representative

For further information on our company and our recruitment services, please visit us at www.alberto-recruitment.com, or www.facebook.com/albertorecruitment