



Regional Process Specialist

Job Information

Recruiter

[Cornerstone Recruitment Japan K.K.](#)

Hiring Company

Global supplier to the automotive industry

Job ID

1446743

Industry

Automobile and Parts

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

September 1st, 2025 03:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

[JOB RESPONSIBILITIES]

- Support in the implementation of all MORE-related design activities within the Asia hub, including the introduction of regional, BU- and subject-specific process and system templates
- Coordination and operational integration of all relevant systemic and organizational interfaces
- Reporting of deviations from standard processes to the governance of the domain Controlling
- Setting up expert networks within the Asia Hub
- Assuming the role of a sub-project leader for the domain Controlling to actively support the defined (sub) project objectives

- Responsibility for the development of targeted (sub-) process control, ensuring the completeness of the regional process as well as continuous process improvement
 - Support for the standardization and harmonization of all ERP processes
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Company Description

Cornerstone Recruitment Japan is focused on placing bilingual professionals in a wide range of market leading companies.

Focusing across all sectors, we leverage the network of our experienced consultants to provide both clients and candidates with high end service levels and most importantly results.

We are passionate about helping our clients in securing the best talent on the market, by introducing unique profiles who can give them the edge in an increasingly competitive recruitment market.

Established in 2019, in partnership with Cornerstone Global Partners and with investment from Morgan Stanley, Cornerstone Recruitment Japan strives to be the recruitment partner of choice for all Tokyo based clients and candidates.

Our Mission

The Cornerstone. As every building requires a cornerstone, we believe people are the cornerstone of every great company. Our recruitment experts are passionate about bringing together great people with great companies.

Our Business Sectors

- Accounting & Finance
- Financial Services
- Human Resources and Office Professionals
- Industrial
- Information Technology
- Legal & compliance
- Life Science
- Supply Chain & Procurement
- Marketing
- Sales

Our Services

• Contingency

Many clients choose to utilize our success based contingent recruitment service. We take the time to fully understand the job brief before presenting a tailored shortlist of 5 to 6 candidates from our expansive existing network. This service comes with no obligation to hire and our clients only pay a fee when the successful candidate joins.

• Retained

Our retained service is particularly successful for clients with high profile/critical hiring needs, or niche searches that involve a significant amount of time unearthing candidates from outside our existing network. Clients who choose our retained service benefit from the introduction of exclusive headhunted candidates and top prioritization from the Cornerstone team.

• Market Entry

With a wealth of experience in the Japan market, our consultants have successfully helped many clients enter the Japan market. We can help you secure that critical first hire, as well as providing a consultation service, to make sure that your business is well prepared for all the initial hurdles it will face.