



## HR Manager / HRマネージャー

### Job Information

**Recruiter**[Cornerstone Recruitment Japan K.K.](#)**Hiring Company**

フィンテック企業

**Job ID**

1454797

**Industry**

Other (Banking and Financial Services)

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

Negotiable, based on experience

**Refreshed**

July 16th, 2025 07:00

### 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

**【職務内容】**

- ・ 人事、福利厚生、評価制度など働き方関連の施策立案、改善、運用
- ・ 人員配置等の組織体制構築
- ・ 人材開発、育成体制の設計、実行
- ・ メンバーマネジメント
- ・ 人事データベースの基盤作成
- ・ 事業戦略を実現するための組織、採用戦略立案

- 採用戦略の策定及び実行
- オン／オフボーディングの設計、遂行
- HRBP的役割として人、組織面の課題解決への貢献
- 経営陣や事業責任者と同じ目線での人事戦略の実行をリード
- 労務関連業務等

#### 【応募条件】

- 人事担当としての経験（3年程度）
- 英語力（ビジネスレベル）
- スタートアップ企業での勤務経験（3年程度）
- 幅広い人事業務の経験
- 急成長組織での大量採用経験
- 採用広報ブランディングの経験
- 戦略、人事組織コンサルティングの経験
- 仕事を通じて社員の採用・能力の成長を支援してくれる環境で活躍したい方
- 世界一を目指すスタートアップ企業で、自らのスキルをさらに伸ばしたい方
- 真面目にコツコツと細かいことをやり遂げられる方
- 社内と連携して数字を連携できるコミュニケーション能力をお持ちの方

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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.