



HR Specialist Up to 10M - hybrid work and flex time

Job Information

Temp Agency

Randstad K.K., Professionals

Job ID

1469897

Industry

Medical Device

Company Type

International Company

Job Type

Temp to Perm

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience ~ 10 million yen

Refreshed

January 23rd, 2026 10:01

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

- - Workforce Planning and Employment
 - Assisting with completing background investigations
 - Processing transfers, promotions, and terminations
- - HR Development
 - Evaluating the effectiveness of training programs
 - Maintaining records of employee participation in all training and development programs
- - Total Rewards
 - Performing job evaluations and job analyses
 - Conducting and analyzing compensation surveys
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- Employee and Labor Relations

Required Skills

- At least 2 years experiences managing HR operational experiences in multinational company.

Company Description