



セキュリティマネージャー / Security Manager (Working at client's site)

大手外資系企業クライアントオフィスに常駐、施設警備スタッフの管理等

Job Information

Hiring Company

Vector Risk Management KK

Job ID

1471919

Industry

Other (Consulting and Professional Services)

Company Type

International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Minato-ku

Salary

6 million yen ~ 7.5 million yen

Work Hours

9:00~18:00

Holidays

土日祝日、有給休暇、慶弔休暇、その他会社が定める日

Refreshed

August 4th, 2025 12:06

Application Deadline

August 31st, 2025

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Fluent (Amount Used: English usage about 75%)

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

弊社セキュリティスタッフの管理の他、クライアントと連携してグローバルスタンダードのセキュリティプランやプロジェクトに関わる。

【仕事内容】

- Anticipate, identify and evaluate emerging risks and/or upcoming events that may impact the office.
- Determine staffing requirements - ensures the routine and adhoc deployment is sufficient to support security operations
- Regularly communicate with APAC Security leadership on operational challenges, ideas and initiatives.
- Regularly conduct training and drills to ensure procedures, escalation guidelines and personnel competency are tested and reviewed.
- Build good working relationships with internal/external partners to ensure continuous service excellence.
- Support the global / regional security team overseeing daily security operations, management vendors, and further optimize regional program delivery
- Assist with the development of projects and global / regional security team agenda
- Work consistently to optimize the effectiveness and efficiency of the team by ensuring alignment with business owners, stakeholders, end-users and technical partners for assigned programs and projects
- All other related work to the above

Required Skills

大卒（クライアントと課題解決に向けた提案、折衝等も発生するため）

流暢な英語と日本語（上記他、クライアントとのミーティングへ参加する為）

プロフェッショナルなオフィス環境でのビジネス経験のある方

PC等（Excel, Word, PPT等）の高い習熟度

クライアントと弊社チームと強固な関係構築ができる方

その他スキル

- Qualifications in related field with at least 1 year of experience in security operations
- Team-player who operates in a fast-paced team-oriented setting
- Strong written and verbal communication skills and the ability to multi-task
- Ability to identify, analyze, and explain the present or future security program needs to leadership
- Exceptional interpersonal and communication skills
- Proficiency in Japanese (N2 and above only)

Company Description