CareerCross by JAC Recruitment

IDEMIA

Quality and Security Lead

Exclusive job

Job Information

Hiring Company
IDEMIA Japan K.K.

Subsidiary
IDEMIA JAPAN

Job ID
1494694

Division
IST_PS

Industry
Electronics, Semiconductor

Company Type
Small/Medium Company (300 employees or less) - International Company

Non-Japanese Ratio
About half Japanese

Job Type
Permanent Full-time

Location
Japan

Salary
5 million yen ~ 8.5 million yen

Salary Bonuses
Bonuses included in indicated salary.

Refreshed
August 27th, 2025 04:00

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Daily Conversation

Minimum Japanese Level
Native

Minimum Education Level
Associate Degree/Diploma

Visa Status
Permission to work in Japan required

Job Description

Quality :

- Quality tools, pfmea, VSM, Kazien etc.

- Oversee the quality assurance function.
- Formulate quality objective and prepare quality related budget.
- Define and approve the structure of the company quality system.
- Assist in the definition and development of operating policies, processes, and procedures.
- Approve all quality documents prior to their distribution.
- Review and approve the audit plan, select, and evaluate internal auditors.
- Supervise an eventual quality system certification project.
- Ensure the compliance of company processes to quality system requirements.
- Report performance of the quality system to management for review and improvement
- Oversee the implementation of corrective/preventive actions.
- Support functional managers as required in formulating related quality policies, procedures, and objectives.
- Organize and promote companywide quality improvement efforts.
- Analyze quality reports to determine areas of improvement and appropriate action plans.
- Act as a liaison with external parties on matters relating to the quality system.
- Leads or participates in regular reviews (with a quality focus) with relevant departments and teams (local and global) to improve business performance and consolidate customer feedback.
- Ensures KPIs are established and monitored to meet the business targets.
- Identifies opportunities to continually improve business performance supporting the continuous improvement efforts.
- Maintains accurate and relevant reporting or documentation as required to include inspection reports and documentations, central reports, customer reports, department reports, quality documents, templates and business presentations.
- Identifies and anticipates business risks.
- Manages through local register, host, lead or participation in audits from internal or external organizations in the delivery of successful scheme/customer accreditations (PCI, ISO9001, CQM etc)
- Ensures that suitable inspections, audit and control activity is carried out by all levels of management and supervision in the delivery of business performance through use of the audit register.
- Manages the tracking and resolution of all relevant customer complaints and non-conformances.
- Supports the process owner in organizing cross-functional teams to investigate, identify root cause, implement and report on suitable corrective actions that will satisfy customer, third party or audit requirements.
- Communicates effectively with customer, suppliers and other stake holders including both internal as well as external bodies as required.
- Supports the business to ensure teams are appropriately trained, skilled and motivated to perform to a high standard of delivery in line with quality systems and processes.

Security :

General
- Drives the Security performance within the site to ensure. satisfaction and adherence to the objectives defined.
- Promote and develop Security methods, tools and mindset within all departments.
- Champion an open Security culture within the site
- Ensure deployment and where necessary, customisation of documentation and teams in the application of IDEMIA policies and procedures
- Manage the Physical Security Systems (Access Control, CCTV and Intruder).
- Monitor KPIs, propose action plans and drive their execution with appropriate reporting and follow-up.
- Organize and conducts Security training.
- Responsible to report any significant change or issue to the Regional Security Officer
- Maintain and improve the Security Management System in line with the security guidelines.
- Managing the site security guards and defining their roles and responsibilities.

Security Audits
- Actively manages and leads the internal and external security audits.
- Establish and coordinate remediation action plan.
- Supports departments for remediation action plan process (with the appropriate methodology)
- Ensure audit closure within required timeframe.

Security Certifications
- Primary contact for site security regulators and auditors
- Accountable for site Security certifications
- Ensure ongoing compliance to physical security requirements.

Incident Management
- Responsible for managing Physical Security incidents through to closure.
- Ensure appropriate escalation and reporting within pre-determined timeframes.

Meetings
- Chair of site Security Management Group (SMG) meeting
- Member of Site Management meeting

Member of monthly Physical Security Town Hall.

Required Skills

Experience
- Bachelors Degree in Security, Quality or relevant field are desirable
- 6 years experience in Line Management, Quality, HSE, Security, Auditing, Risk Management, IT systems and Project Management.
- Knowledge of Internationally recognized frameworks and systems such as ISO27001, ISO9001, ISO31001, ISO21500, Lean Six Sigma, 8D
- Experience working in a Corporate environment with a Matrix organization structure
- Excellent Japanese and English language skills. French is a Plus.

Soft Skills
- Ability to lead teams, under direct management or not

- Strong interpersonal, negotiation and leadership skills
- Positive mindset

Excellent communication and presentation skills both in Japanese and English.

Company Description