



HR Generalist (Potential HR Partner) 岡山勤務

外資系企業－高機能ポリマー応用製品の研究開発、製造、販売、輸出入での募集です。...

Job Information

Recruiter

JAC Recruitment Co., Ltd.

Hiring Company

外資系企業－高機能ポリマー応用製品の研究開発、製造、販売、輸出入

Job ID

1515148

Industry

Chemical, Raw Materials

Company Type

International Company

Job Type

Permanent Full-time

Location

Okayama Prefecture

Salary

5 million yen ~ 8 million yen

Work Hours

08:45 ~ 17:45

Holidays

【有給休暇】有給休暇は入社時から付与されます 入社初年度：入社初年度：1～13日 入社次年度：13日 入社7ヶ月目には最低10...

Refreshed

June 13th, 2025 05:00

General Requirements

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

【求人No NJB2271608】

- ・ Promote associate engagement based on the company culture survey result and supporting leaders and sponsors.
- ・ Effectively operate the end to end Hire to Retire process to enhance the associate experience. Specifically we provide services that are seamlessly integrated by comprehensively understanding attendance management payroll processing tax related matters and administration of employee benefits programs. We strengthen the fundamental value of HR while also contributing as a strategic backup function.

- ・ Collaborate with Talent Acquisition team to manage full cycle recruitment process including job postings candidate screening interviewing and onboarding for plant positions
 - ・ Provide guidance for leaders and associates on associate relations issues including conflict resolution and performance issues/concerns
 - ・ Assist leaders in organizing and conducting overall annual performance management process including but not limited to Performance Development and Contribution Compensation processes
 - ・ Ensure compliance with labor laws and regulations
 - ・ Promote and educate consistent use through customer base of central HR tools/solutions
 - ・ Support in development and implementation of HR policies and procedures
 - ・ Collect analyze and report on HR related data and propose improvements to support optimal decision making and enhance the strategic approach to talent management.
 - ・ Facilitate training programs and workshops
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Required Skills

英語ビジネスレベル
人事ジェネラリスト経験

Company Description

ご紹介時にご案内いたします