

「プロだからわかる、あなたのスキルが活躍の場所」
60以上の業界・職種に特化した専門チームがサポート

Robert—
Walters

【英語を活かす】C&Bマネージャー/ C&B Manager

グローバル小売企業にて、C&Bマネージャーの求人がございます。

Job Information

Recruiter

Robert Walters Japan (ロバート・ウォルターズ)

Hiring Company

グローバル小売企業

Job ID

1539421

Industry

Retail

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

11 million yen ~ 13 million yen

Work Hours

お問い合わせください

Holidays

完全週休2日制, 土日祝日休み, 有給休暇

Refreshed

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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

A global retail company is looking for a Compensation & Benefit. The selected candidate will collaborate with various teams to ensure smooth operations and policy compliance.

About the Company:

Headquartered in North America, this global retail company offers luxurious products. This brand is respected on a global scale for its high-end fashion products.

Keywords:

人事, 給料, 給与計算, 福利厚生, 求人, 外資系

Job Ref: LTVV2I

Responsibilities:

- Collaborate with HRBPs to conduct the Annual Individual Compensation Review (ICR)
- Coordinate commission-related work with Retail & Retail Excellence, and FP&A teams
- Conduct salary benchmarking, C&B reports, and market data analysis based on management needs
- Advise on salary proposals and provide legal guidance on salary changes
- Lead policy revisions on employee benefits and work visa administration with General Affairs
- Prepare and report labor cost budgets with HRBP, FP&A, and HQ
- Manage HR-related data, ensure accuracy, and perform regular audits
- Lead HRIS management and work with global teams for necessary updates
- Achieve operational excellence in payroll, attendance, and system effectiveness
- Participate in ad hoc projects and support internal & external audit processes
- Supervise payroll team and manage monthly salary and annual bonus processing
- Handle employee inquiries regarding taxes, social insurance, and external vendor processes
- Maintain time attendance system data and oversee employee entry, exit, and transfer procedures

Requirements:

- More than 8 years of experience in compensation and benefit (global company or matrix organisation is ideal)
- Experience in team management
- Skilled in MS Excel
- Excellent interpersonal communication skills
- Native level Japanese; business level English

外資系ラグジュアリーブランドにて、C&B マネージャーの募集です。

職務内容:

- 補償・福利厚生
- HRBP、FP&A、HQ と連携し、人件費予算作成/予測サポート（有給休暇引当金の計算含）
- 人事データマネジメント
- オペレーションエクセレンスの実現
- 月次給与・年次賞与関連業務
- 入退社・異動関連対応および手続き
- グローバルガイドラインやローカルポリシーに沿った就業規則全般の整備
- C&B 関連ポリシーや手続きの見直し、導入、コミュニケーションのサポート

応募要件:

- Payroll含めたCompensation & Benefit 関連業務経験8年以上（グローバル企業もしくはマトリックス組織での経験尚可）
- チームマネジメント経験
- PCスキル（Excel）
- ネイティブレベルの日本語力
- ビジネスレベルの英語力

会社概要:

世界的に非常に有名なラグジュアリーブランド。長い歴史を持つ老舗ブランドとして知られ、その気品溢れるプレセンスで多くの人々を魅了しております。

Company Description

We've been a driving force in the Japanese bilingual recruitment market, providing high quality candidates for our clients and access to the best jobs for over 20 years. We operate a team-based profit share system which, we believe, sets us apart from the majority of competitors by enabling us to always put the interests of our clients and candidates first. That means we can find the best fit for employer and job seeker, and we never push people into unsuitable roles.