



PR/087003 | HR expert(H / F)

Job Information

Recruiter

JAC Recruitment Germany

Job ID

1541300

Industry

Other (Recruitment Services)

Job Type

Permanent Full-time

Location

France

Salary

Negotiable, based on experience

Refreshed

June 3rd, 2025 13:01

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

COMPANY OVERVIEW

As one of Japan's leading manufacturers of semiconductors and electronic components, and a global leader in this sector, unique expertise is utilized to meet current technological needs and anticipate future trends. Currently, over 300,000 customers in various industries around the world are supported.

JOB RESPONSIBILITIES

- Manage all payroll elements and ensure their accuracy with the payroll service provider (fixed salary, bonus, overtime, absences, allowances, etc.).
- Implement and supervise all general HR operations excluding recruitment (onboarding and offboarding, HR database entry, medical insurance, contracts, absence management, organization of medical checks, etc.).
- Comply with French HR regulations, such as labor law, income tax and social security, in consultation with partner law firm.

JOB REQUIREMENTS

- Solid with -numbers & calculation (sum, multiplication/division, average, percentage, growth rate, etc.) to ensure accuracy
- Minimum fluency in French (including reading and writing), and ability to communicate fluently in English
- Advanced proficiency in Microsoft Office Excel
- more than 7 years' experience or more in the HR field

Company Description