



Engagement Manager/Project Manager

Multinational Global Company!

Job Information

Recruiter

Hire Pundit Japan Corporation

Job ID

1543231

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Tokyo - Other Areas

Salary

8 million yen ~ 10 million yen

Refreshed

September 8th, 2025 00:00

General Requirements

Minimum Experience Level

Over 10 years

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

- Act as the primary point of contact between customer teams and offshore/remote development teams.
- Understand customer requirements, translate them into actionable tasks, and ensure technical feasibility.
- Prepare and deliver technical documentation, functional specifications, and meeting notes.
- Coordinate daily/weekly sync-up meetings, track action items, and follow up on dependencies.
- Ensure smooth communication flow and address any technical or process gaps between teams.
- Review deliverables from the development team to ensure they meet quality and specification standards.
- Escalate issues in a timely manner and work collaboratively to resolve blockers.
- Maintain project timelines, track progress, and support delivery management.
- Build trusted, long-term relationships with customer stakeholders, acting as a strategic advisor and advocate for their needs.
- Coordinate with internal teams (sales, delivery & support functions) to deliver tailored solutions and ensure seamless client experiences.
- Understand and adapt to Japanese business etiquette, communication style, and decision-making processes.
- Protects organization's value by keeping information confidential.

Required Skills

Desired Candidate Skills:

- Bachelor's degree in Engineering
- Overall experience of 8+ years
- 5+ years of experience in technical coordination, project engineering in Japanese market
- Excellent communication and interpersonal skills.
- Proficiency in Japanese (JLPT N3 or higher preferred) is a must.
- Ability to manage priorities, multitask, and work independently.
- Experience working with geographically distributed teams is preferred.
- Experience in customer-facing roles.
- Exposure to tools like JIRA, MS Teams, Trello, etc.
- PMP/CSM certification is a plus.
- Domain knowledge in Industrial products or Industrial Machinery or Plant engineering is a must

Company Description