

MichaelPage

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Payroll

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Job Information

Recruiter

Michael Page

Job ID

1556676

Industry

Machinery

Company Type

Large Company (more than 300 employees) - International Company

Job Type

Permanent Full-time

Location

Kanagawa Prefecture

Salary

6 million yen ~ 8 million yen

Salary Bonuses

Bonuses included in indicated salary.

Salary Commission

Commission included in indicated salary.

Refreshed

September 1st, 2025 17:24

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

This role focuses on overseeing payroll operations within the industrial/manufacturing industry to ensure accuracy and compliance. The Payroll Specialist will play a key part in supporting the Human Resources department by managing payroll processes and contributing to operational efficiency.

Client Details

The company is a well-established, large organization in the industrial and manufacturing industry. They are known for their commitment to innovation and operational excellence, offering employees the opportunity to work in a structured and professional environment.

Description

- Manage and process payroll operations to ensure timely and accurate salary distribution.
- Ensure compliance with all relevant payroll regulations and tax requirements.
- Continuously identify opportunities to improve payroll processes and systems

Job Offer

- Competitive salary in the range of JPY 6300000 to JPY 7700000 annually.
- Permanent position with opportunities for career growth within the Human Resources department.
- Structured and professional work environment in the industrial/manufacturing sector.
- Opportunities to contribute to process improvements and organizational success.
- Supportive company culture that values expertise and collaboration.

If you're ready to take your payroll expertise to the next level, apply now to join this exciting opportunity in the industrial/manufacturing industry!

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Momo Liu on +81 3 6832 8692.

Required Skills

A successful Payroll Specialist should have:

- A strong understanding of payroll processes and relevant software tools.
- Knowledge of payroll regulations, tax laws, and compliance standards.
- Experience working in the industrial or manufacturing industry is preferred.

Company Description

This role focuses on overseeing payroll operations within the industrial/manufacturing industry to ensure accuracy and compliance. The Payroll Specialist will play a key part in supporting the Human Resources department by managing payroll processes and contributing to operational efficiency.