



Senior Associate, Client Solutions

Job Information

Hiring Company

Gerson Lehrman Group

Subsidiary

GLG-Gerson Lehrman Group

Job ID

1558715

Industry

Business Consulting

Company Type

Small/Medium Company (300 employees or less) - International Company

Non-Japanese Ratio

Majority Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Minato-ku

Train Description

Hibiya Line, Kamiyacho Station

Salary

5.5 million yen ~ 6 million yen

Work Hours

9 : 00 ~ 18:00

Holidays

土日祝日

Refreshed

September 18th, 2025 18:07

General Requirements

Career Level

Entry Level

Minimum English Level

Business Level

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

GLG is seeking candidates to join our Client Solutions Team in Japan. Senior Associate in our Financial Services & Corporation practice work directly to support and manage research inquiries coming from our client firms based in Japan.

The Senior Associate is responsible for coordinating and executing short and mid-term client projects and activities.

Position Responsibilities:

- Support the client-facing team. The Senior Associate will provide project support to the client facing team who manage multiple projects on a day-to-day basis.
 - Execute time sensitive projects for GLGs clients to enable our clients to make more informed and confident investment decisions. The Senior Associate is tasked with fulfilling time sensitive research requests by analysing client requests and building and qualifying primary populations of topic experts.
 - Assist in the programming of live/virtual meetings. The Senior Associate is responsible for organising and hosting small group conversations between GLG Network Members and GLG clients, and programme private meetings for GLG Network Members at client offices.
 - Enhance the GLG Membership Network. The Senior Associate is to develop relationships with GLG's most respected thought leaders across sectors, as well as recruiting new senior executives and leading consultants into the GLG Councils through research, networking, and direct outreach.
 - Work towards growing GLG client relationships. The Senior Associate will develop relationships with GLG clients, who are leading investment professionals across APAC, via in-person client meetings, project execution, and telephone interactions.
 - Collaborate. The Senior Associate is expected to work closely with our Business Development team to grow revenue and ensure the retention of existing accounts as well as collaborate with other GLG professionals to develop and execute a wide range of products for GLG clients.
-

Required Skills**Position Requirements:**

- Bachelors degree, or higher
 - Minimum 3 years of work experience in client-facing, account management, business development.
 - Ability to multi-task and prioritise activities effectively, while ensuring a high level of accuracy and attention to detail
 - Strong go-do attitude and track record of business growth / turnaround
 - Successful track record of working in fast paced, client service environment
 - Passion for problem solving
 - Outstanding communication skills and willingness to call and engage senior professionals
 - Excellent communication (oral and written) skills in English and Japanese
 - Understanding of the business climate.
-

Company Description