HR Manager / Assistant HR Director

Global Luxury Hospitality Group (Osaka)

Job Information

Recruiter
Scouta K.K.

Job ID
1561691

Industry
Hotel

Company Type
International Company

Job Type
Permanent Full-time

Location
Osaka Prefecture

Salary
4 million yen ~ 10 million yen

Salary Bonuses
Bonuses paid on top of indicated salary.

Refreshed
December 10th, 2025 11:01

General Requirements

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Business Level

Minimum Education Level
High-School

Visa Status
Permission to work in Japan required

Job Description

A global luxury hospitality company is seeking an experienced HR professional to support and enhance people operations at its new property in Osaka. This role oversees a broad range of HR functions including employee engagement, recruitment, compliance, and organizational culture development.
Key responsibilities include:

- Managing day-to-day HR operations and ensuring alignment with company policies.
- Leading employee relations, talent acquisition, and performance management processes.
- Ensuring compliance with Japanese labor laws and internal regulations.
- Supporting training, development, and career growth initiatives.
- Partnering with senior management to implement HR strategies and organizational improvements.
- Coaching and developing HR team members to drive a positive, high-performing culture.

Required Skills

- Solid knowledge of **Japanese labor laws** and HR best practices.
- Proven experience in **HR management, employee relations, or HRBP functions** (hospitality industry experience is a plus).
- Strong communication and interpersonal skills, with the ability to build trust across teams.
- Business-level English and native-level Japanese proficiency.
- Experience with HRIS or related systems preferred.
- Strategic mindset with the ability to balance people and business priorities.

Company Description