



Human Resources Business Partner - 人事 英語

工業用プロセス流体におけるグローバルリーダー。ハイブリッドワーク

Job Information

Hiring Company

Quaker Houghton

Job ID

1561750

Division

HRBP

Industry

Chemical, Raw Materials

Company Type

Large Company (more than 300 employees) - International Company

Job Type

Permanent Full-time

Location

Japan

Salary

12 million yen ~ Negotiable, based on experience

Salary Bonuses

Bonuses paid on top of indicated salary.

Work Hours

40

Holidays

10–20 days depending on service

Refreshed

January 1st, 2026 02:00

General Requirements

Minimum Experience Level

Over 10 years

Career Level

Mid Career

Minimum English Level

Fluent (Amount Used: English usage about 25%)

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

At Quaker Houghton, we are experts in the development, production and application of industrial process fluids, lubricants

At Quaker Houghton, we are experts in the development, production and application of industrial process fluids, lubricants and coatings for the manufacturing industry. We have been an integral part in the growth of the world's largest industrial and manufacturing companies from aerospace and automotive to primary metal and energy. Today, we have a global presence, with our corporate headquarters located in Pennsylvania, US. Quaker Houghton is a global publicly traded company with a unique collaborative culture that supports career growth for its colleagues and offers competitive compensation and benefit programs.

As the **Japan HR Business Partner**, you will act as a key partner to the leadership team in driving organizational effectiveness, talent development and cultural alignment. You will play a critical role in aligning people strategy with business goals in the fast-paced growth APAC region. An exciting opportunity to join a dynamic and international team where your contributions will matter.

What will you do?

- Serve as a trusted advisor to leadership on all people-related matters
- Drive strategic workforce planning and talent strategies aligned to sales and business objectives
- Collaborate with the international HR and leadership on cross-regional and functional initiatives
- Lead organization talent reviews, succession planning and capability development programs.
- Partner with the Commercial team to build competencies for customer-facing colleagues
- Support leadership development and coaching for front-line and mid-level managers
- Lead change management initiatives including M&A Integration as the business grows or restructures
- Drive suitable efforts on employee communication, design harmonization proposal, change implementations, advise on organizational design, team effectiveness, and employee engagement
- Support all departments with language translation needs in context of M&A Integration and Change Management context
- Ensure Japanese labor law compliance and best HR practices
- Provide guidance on conflict resolution, disciplinary matters, and grievance handling
- Drive employee engagement intervention to build QH Values orientation & culture development initiatives and suitable action based on Engagement survey result in partnership with business leaders
- Supports annual processes related to talent management, performance management and salary reviews for both non-union and unionized group of employees across multiple sites in Japan, assist with onboarding/ offboarding processes as needed
- Drive HR data Validation, payroll review, sales incentive and annual incentive plan orientation.
- Talent acquisition and onboarding support. Partner with TA CoE in managing requisitions through full lifecycle.
- HR related vendors payment process follow up.
- Travel occasionally and mostly within Japan to our sites

What do we offer?

- Competitive pay + bonus & rewards program
- Hybrid and flexible work arrangement to support a good work-life balance
- Permanent contract
- Commuting allowance, retirement allowance, health check up and other benefits.
- Paid volunteering leave to dedicate to the cause of your choice
- Dress for the day policy
- Access to real career growth opportunities
- QH University: Continuous training tools for all seniority levels
- Attractive Wellbeing, Mental Health, Women Inclusion & other DEI programs
- Join a growing, collaborative team where innovative initiatives are expected

Who are we?

We are the global leader in industrial process fluids and engineering present in 40+ countries continually improving and innovating so the world's steel, aluminum, automotive, aircraft, machinery and industrial parts manufacturers can stay ahead in a changing world. Throughout our 100+ locations, our chemists, engineers and industry experts partner with our customers to continually improve their operations so they can run even more efficiently, even more effectively, whatever comes next.

Our values: Live Safe, Exceed Customer Expectations, Drive Results, Embrace Diversity, Do Great Things Together, Act with integrity.

Our core values embody who we are as a company, guide our decisions and inspire us. Our commitment to these values, in words and actions, builds a safer, stronger Quaker Houghton. They are the fundamental beliefs that guide our internal conduct and our relationship with the outside world.

JOIN THE TEAM AND FIND YOUR FUTURE!

Required Skills

What are we looking for?

- Education: Bachelor's Degree level or equivalent as minimum requirement.
- Experience: A solid experience in the Human Resources area, ideally within a global company as HRBP.
 - Strong ER knowledge is a must
 - Previous M&A experience is highly valued.
- IT Skills: Proficiency in Microsoft O365. Experience with Human Capital Management systems is highly valued.
- Language: High level of Japanese and English language skills are a must.
- Soft skills: Culturally aware, adaptable and collaborative. Hands-on, proactive, and results-driven. High integrity and professionalism.

- Location: Flexible to any of our QH Japan offices: Tokyo or Chiba (Ichihara or Nagareyama).

Company Description