



HR Generalist Sr. Manager 募集 | 米国発・DX免税電子化ツールPIE VAT

HR経験者募集！ リモート勤務あり・ハイブリッド勤務です

Job Information

Hiring Company

[Pie Systems Japan K.K.](#)

Job ID

1562657

Industry

Internet, Web Services

Company Type

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

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Chuo-ku

Salary

8 million yen ~ 12 million yen

Work Hours

裁量労働制

Holidays

週休2日、特別休暇、リフレッシュ休暇、慶弔休暇など

Refreshed

October 22nd, 2025 15:23

General Requirements

Minimum Experience Level

Over 3 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

The Role

We are looking for a highly motivated and experienced Senior HR Generalist to join as one of the leadership members of our Tokyo office. In this role, you will:

- Serve as the primary HR representative for Pie Japan, owning end-to-end HR operations.

- Partner with leadership on strategic workforce planning, talent acquisition, and organizational development.
- Build and implement HR processes across labor relations, employee engagement, retention, and talent management.
- Lead change management initiatives and ensure effective internal and external communication.
- Act as a trusted advisor to line managers, ensuring succession planning and performance development.
- Oversee employee relations, provide guidance on labor law compliance, and foster a positive workplace culture.
- Support global People Success projects while tailoring solutions to the Japan market.

Why Join Pie Systems

- Shape the HR foundation of a fast-growing, global startup in Japan
- Work closely with the Japan CEO and leadership team, influencing both strategy and execution
- Collaborate with an international People Success(HR) team across the US and Europe
- Enjoy a hybrid, flexible work style with a Tokyo base
- Be part of a mission-driven team creating the best tourism experience worldwide

Employment type: Full-time

Location: Tokyo, Japan

Work style: Hybrid (mainly remote)

Required Skills

Must-haves

- 5+ years of proven HR Generalist / HRBP experience in Japan
- Strong knowledge of Japanese labor laws and HR compliance
- Hands-on experience in employee relations, disciplinary processes, onboarding, and training
- Demonstrated track record of driving people and organizational success
- Growth mindset with strong ownership and ability to thrive in a fast-paced startup environment
- Excellent organizational skills and ability to manage multiple projects simultaneously
- Japanese native fluency & strong English communication skills (verbal and written)
- Bachelor's degree or higher

Nice-to-haves

- Experience in a startup or global/foreign company
 - Familiarity with HR systems / HR Tech tools
 - Experience in designing or rolling out HR programs (performance management, engagement surveys, DEI initiatives)
 - Background in organizational development or leadership training
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Company Description