Bilingual Scrum Master/ Project Manager 👍 Exclusive job

High-earning, new techologies

Job Information

Recruiter
Skillhouse Staffing Solutions K.K.

Job ID
1564582

Industry
Insurance

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

Job Type
Permanent Full-time

Location
Japan

Salary
8 million yen ~ 15 million yen

Refreshed
January 1st, 2026 04:00

General Requirements

Minimum Experience Level
Over 3 years

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

We are seeking a proactive and organized **Scrum Master** / **Project Manager** to lead and coordinate software development projects.

You will work closely with development, QA, design, and product teams to promote Agile best practices, facilitate collaboration, and support continuous improvement.

Responsibilities

Facilitate Scrum ceremonies (daily stand-ups, sprint planning, retrospectives, reviews).

Coordinate and manage software development projects from planning through delivery.

Collaborate with cross-functional teams (developers, QA, designers, product owners).

Ensure clear communication and alignment between Japanese and English-speaking stakeholders.

Identify and manage risks, dependencies, and blockers.

Maintain and monitor project timelines, milestones, and deliverables.

Support the team in adopting Agile practices and improving workflow efficiency.

Prepare and present progress reports and documentation in both Japanese and English.

Required Skills

If you have the following experience, you are encouraged to apply to learn more about these exciting opportunities:

3+ years of experience as a Scrum Master, Project Manager, or related role in a software development environment.

Strong understanding of Agile / Scrum methodologies and the software development lifecycle (SDLC).

Strong organizational and problem-solving skills with attention to detail.

Ability to facilitate meetings, manage priorities, and handle multiple projects simultaneously.

Japanese: Business-level proficiency required

English: High-intermediate or above

Company Description