



## Bilingual Scrum Master/ Project Manager [Exclusive job](#)

High-earning, new technologies

### 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 29th, 2026 03:00

### 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