



## 【IT Director】 Global AI SaaS Company

"APAC Fastest growing" - Financial Times

### Job Information

**Recruiter**

SPOTTED K.K.

**Hiring Company**

Global AI SaaS company revolutionising the travel industry

**Job ID**

1566135

**Industry**

Software

**Company Type**

International Company

**Non-Japanese Ratio**

About half Japanese

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

10 million yen ~ 15 million yen

**Salary Bonuses**

Bonuses paid on top of indicated salary.

**Refreshed**

December 3rd, 2025 00:00

### General Requirements

**Minimum Experience Level**

Over 6 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level (Amount Used: English usage about 50%)

**Minimum Japanese Level**

Fluent

**Minimum Education Level**

High-School

**Visa Status**

Permission to work in Japan required

### Job Description

This global SaaS company provides AI-driven and data-enabled solutions that power digital transformation for hospitality operators across the Asia-Pacific region and beyond. Its suite of products - including booking engines, AI chatbots, marketing automation, and payment solutions - is adopted by 8,000+ clients globally.

Following a successful listing on the Tokyo Stock Exchange Growth Market and several strategic acquisitions, the company is scaling rapidly. Strengthening its internal IT foundation and information security framework is now a top priority, and the team is seeking an IT Director to lead this critical transformation.

### Responsibilities

- Lead group-wide IT strategy across information security, governance, internal DX, and IT operations.
- Drive the development and execution of security initiatives, including ISMS (ISO27001) certification and ongoing P-Mark management with external partners.
- Oversee internal digital transformation, optimizing workflows such as CRM, invoicing, and KPI visibility.
- Implement and enhance IT systems and infrastructure across global offices.
- Introduce and operationalize new technologies, including generative AI, to improve internal processes.
- Manage internal IT operations, including helpdesk setup, asset management, account governance, and documentation.
- Collaborate closely with global and cross-functional teams; manage outsourced IT partners where applicable.

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### Required Skills

- 5+ years of hands-on experience in information security, IT governance, or internal IT systems.
- Proven ability to lead IT implementations and process improvements in a business setting.
- Business-level proficiency in both Japanese (N1+) and English.
- Experience applying generative AI to business workflows.
- Bachelor's degree or higher.
- Strong communication, analytical, and stakeholder-management skills.

### Nice-to-Haves

- DX consulting background or in-house digital transformation experience.
- Experience building internal IT or security operations from scratch.
- Experience supporting or integrating IT across global locations.
- Vendor management and negotiation experience.
- Experience with system documentation, workflow design, or ITIL practices.

### Why Join?

- **High-impact, newly created leadership role** shaping IT strategy, security, and infrastructure for a growing multinational organization.
- **Fast-scaling SaaS company with strong market traction** and 8,000+ hospitality clients across APAC.
- **Strategic + hands-on balance** - direct access to executives, ownership of critical initiatives, and room to design new systems from the ground up.
- **Hybrid and flexible work style** with a full flextime system (no core hours) and two required office days per week.
- Competitive compensation with potential stock option grants based on performance.
- Comprehensive benefits, social insurance coverage, commuting support, and PTO including paid leave from day one and year-end holidays.
- Clear opportunities for **expansion into a larger global IT organization** as the company continues its international growth.

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### Company Description