

# Beff

## Global People Strategy | Supporting battery development

### Based in Japan and Germany

#### Job Information

**Hiring Company**

Beff Co., Ltd.

**Job ID**

1568757

**Industry**

Software

**Company Type**

Small/Medium Company (300 employees or less)

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards, Chiyoda-ku

**Train Description**

Marunouchi Line, Otemachi Station

**Salary**

8 million yen ~ 13 million yen

**Work Hours**

Flexible working hours (no core time; standard hours 9:00–18:00)

**Holidays**

Weekends, national holidays

**Refreshed**

February 3rd, 2026 02:00

#### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

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

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

#### Job Description

**«Job Description & Position Highlights»**

- HR Manager responsibilities encompass planning, executing, and managing teams for global talent strategies

- Strategic fulfillment supporting business growth through collaboration with overseas offices and involvement in IPO preparations
- Gain impactful experience working on global recruitment and organizational development within a startup environment
- Flexible work arrangements available, including flex time, remote work, casual dress code, and stock options

#### **[Job Responsibilities]**

##### **■Key Responsibilities :**

- Plan, execute, and manage global hiring and organizational strategies to support business growth, including budget and performance management.
- Develop and operate hiring plans, organizational development initiatives, and HR systems.
  - Lead talent acquisition domestically and internationally, including sourcing and managing recruitment channels.
  - Build and manage a global HR structure in collaboration with overseas offices, including our base in Germany.
  - Strengthen employer branding and optimize recruitment processes to attract top talent.
- Coordinate labor-related documentation and procedures in cooperation with labor and social security consultants.

##### **■Why You'll Love This Role :**

- You'll get to shape the heart of our business and create something from the ground up.
- You'll have plenty of chances to engage in global hiring and collaborate with diverse international talent.

##### **■Company Overview :**

Founded in 2023, we are a global startup with offices in Japan and Germany. Our business focuses on two areas:

(1) AI-powered chat software for easy access to battery development data, and

(2) joint development services for next-generation batteries.

As EV demand grows due to global CO<sub>2</sub> regulations, we support battery development and production through our own platform, contributing to waste reduction and a sustainable future

##### **■Current Challenges of Our Technical Sales Team :**

Our motto is "Plant the seeds of challenge and grow a global forest."

We seek someone who can actively foster a bold and global-minded culture across the team, including international members.

As we are in a phase of business expansion, we currently lack sufficient HR resources to plan and execute a global people strategy aligned with our business goals.

You will play a key role in driving our growth from the people and organizational side, leading global recruitment and managing the HR and organizational development team as it grows.

#### **[Employment Type]**

Full-time employee

\*Probation period: Yes (no change in working conditions during the period)

#### **[Salary]**

Based on experience and skill level

#### **[Working Hours]**

Flexible working hours (no core time; standard hours 9:00–18:00 with a 60-minute break)

#### **[Work Location]**

3F, Shin-Otemachi Building, 2-2-1 Otemachi, Chiyoda-ku, Tokyo (0club)

\*Directly connected to the station — no umbrella needed even on rainy days!

\*Surrounded by plenty of restaurants and cafés, so you'll never run out of lunch options.

#### **[Holidays & Leave]**

- Days off: Weekends, national holidays, summer vacation, and year-end/New Year holidays
- Paid leave: Annual paid leave granted after 6 months of employment

#### **[Benefits & Welfare]**

- Social insurance coverage: Employment, workers' compensation, health, and pension insurance
- Remote work available
- Bonus system: Yes
- Retirement allowance system: No
- Dress code: Casual / free attire
- Transportation allowance provided
- Annual health checkup
- Stock option program available

#### **Required Skills**

##### **[Required (MUST)]**

- 3+ years of experience in planning and executing HR strategies in a startup or venture company.
- 3+ years of experience as a CHRO, Head of HR, or HR Manager in a startup environment.
- Proven experience in team management as a people manager.
- Business-level English communication skills.
- Experience in IPO preparation.

##### **[Preferred (WANT)]**

- Experience working or being stationed overseas.
- Experience successfully leading or contributing to an IPO.

**[Other Qualities]**

- Strong sense of ownership and a track record of consistently driving projects to completion.
- Genuine interest in working in a fast-paced startup environment.

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