Regulatory Affairs Senior Specialist

ヘンケルジャパン株式会社での募集です。 薬事申請のご経験のある方は歓迎です。

Job Information

Recruiter
JAC Recruitment Co., Ltd.

Hiring Company
ヘンケルジャパン株式会社

Job ID
1570149

Industry
Chemical, Raw Materials

Company Type
International Company

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
7 million yen ~ 10 million yen

Work Hours
09:00 〜 17:30

Holidays
【有給休暇】有給休暇は入社後4ヶ月目から付与されます 入社7ヶ月目には最低10日以上 【休日】完全週休二日制 土 日 祝日 年…

Refreshed
February 21st, 2026 05:00

General Requirements

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Native

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

【求人No NJB2316846】
◇主な担当業務：

・As person in charge of overseas regulatory affairs in Japan Regulatory Affairs work with APAC Regulatory Affairs member and lead to prepare documents for registration in export markets
・Provide regulatory related support for product development marketing supply chain and other departments for export.

・Conduct regulatory review and approval on product formulas claims labels and promotional materials for domestic and export.
・Monitor new or amendment of regulations and update business partners as necessary and ensure products are compliance to changes of regulations.
・Maintenance and renewal work for product and JP marketing licenses for cosmetic/quasi drug.

◇主なStakeholders（主に協働する部署、担当者）

As below with the expected order of communication frequency （Primary language for communication）
Direct supervisor （Japanese）
Team members （Japanese）
APAC Regulatory Affairs members （English）
Marketing member （English/Japanese）
Members in other related function （Japanese/English）
International interactions

Meeting（Online/In person）
Mail/Chat
Business trip（1～2/yr）

◇海外との関わり合い/英語の使用頻度

上記担当業務の遂行およびstakeholdersとの関わりにおいて英語を使用する機会が多い。（メール、電話会議、資料作成、社内システム）

Required Skills

【必須 Must have】
・B.S or M.S education background in Chemistry Pharmaceutical Science etc.
・6+ year working experience in cosmetic and/or quasi drug registration especially overseas regulatory affairs.
・Experience in hair related cosmetic/quasi drugs notification/registration or development preferable
・Business level English skills
・Lead and manage the project actively.

Company Description

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