



## Technical project manager

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#### Job Information

**Hiring Company**

[smartims.com](http://smartims.com)

**Subsidiary**

Smart IMS Inc.

**Job ID**

1571478

**Industry**

Other (Banking and Financial Services)

**Non-Japanese Ratio**

About half Japanese

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

6 million yen ~ 15 million yen

**Refreshed**

January 15th, 2026 04:00

#### General Requirements

**Minimum Experience Level**

Over 6 years

**Career Level**

Mid Career

**Minimum English Level**

Fluent

**Minimum Japanese Level**

Fluent

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

#### Job Description

##### Key Responsibilities

- Manage end-to-end project lifecycle for infrastructure migrations and upgrades.
- Coordinate teams for design, build, and delivery of network, voice, and collaboration systems.
- Oversee migration of Cisco systems, Trader Voice systems, Voice Recording systems, and ensure smooth integration with telco providers for voice circuit installations.

- Manage Audio-Visual and Telepresence systems migration and deployment.
- Liaise with vendors and assist with local site access arrangements.
- Communicate effectively with all stakeholders and manage change control processes.
- Manage project budgets and provide forecast reporting to the Finance team.
- Understand procurement processes and assist in contract reviews, ensuring IT requirements such as SLAs and technical specifications are included.
- Develop project plans, schedules, risk mitigation strategies, and status reports.

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## Required Skills

Language: English & Japanese (JLPT N2 certification required).

- Experience:
  - o Proven track record in data center and office migrations.
  - o Strong understanding of Cisco networking, trader voice, voice recording systems, AV/telepresence technologies.
  - o Familiarity with telco provider processes for voice circuit installations.
- Optional Plus: Experience with Microsoft Teams and Microsoft 365.
- PMP or equivalent certification preferred.
- Excellent organizational and communication skills.
- Ability to manage budgets and timelines in a fast-paced environment.
- Knowledge of procurement and contract processes, including IT-specific requirements (SLAs, technical details).

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