Legal Researcher for Global Law Firm

Job Information

Recruiter
ALBERTO K.K.

Hiring Company
International Law Firm

Job ID
1571482

Industry
Legal

Company Type
Large Company (more than 300 employees) - International Company

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards, Chiyoda-ku

Salary
7.5 million yen ~ 12 million yen

Salary Bonuses
Bonuses paid on top of indicated salary.

Refreshed
October 31st, 2026 11:00

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Native Level

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

This role supports lawyers and business teams across the Asia-Pacific region and a global network of offices. The focus is on providing legal, company, and market research, as well as sharing useful information and insights to support client work. The role works closely with regional and global research colleagues and knowledge professionals to deliver practical and reliable support on regional and cross-border matters.

Responsibilities

- Provide legal, company, and market research support to lawyers and internal teams across multiple regions
- Manage and prioritize research requests through a central request system, working with global research colleagues

- Use subscription databases and online resources efficiently and cost-effectively
- Prepare and distribute legal updates, news alerts, and current awareness materials
- Conduct company searches and research transaction and deal information to support corporate work
- Monitor legal, regulatory, and industry developments and produce reports and alerts as needed
- Deliver training and onboarding on research tools and systems, and support junior team members
- Liaise with local information providers and assist with access to research resources

Required Skills

Requirements

- 3–5 years of research experience, preferably in a law firm, court, or professional services environment
- Candidates from outside the legal industry are welcome, including qualified lawyers interested in research-focused roles
- Native-level Japanese and fluent business English
- Strong experience with Japanese (Bengoshi) legal research; knowledge of English law or other Asian jurisdictions is a plus
- Experience with market or industry research is an advantage
- Skilled in using legal and business research databases and effective search methods
- Good understanding of market and industry research related to corporate and finance matters
- Strong organizational skills, with the ability to manage multiple tasks and work independently
- High attention to detail and accuracy in a fast-paced, collaborative, multi-office environment
- Clear communicator with a service-oriented mindset and flexibility in working style

Company Description