



PR/123487 | HR Manager

Job Information

Recruiter

JAC Recruitment Indonesia

Job ID

1572939

Industry

Retail

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

February 17th, 2026 12:01

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Job Description:

- Develop and implement HR strategies and initiatives aligned with overall business goals.
- Oversee the full spectrum of HR functions, including recruitment, talent management, compensation & benefits, employee relations, and performance management.
- Lead workforce planning and ensure staffing needs are met across retail stores and corporate functions.
- Design and execute training and development programs to enhance employee skills and engagement.
- Ensure compliance with local labor laws and company policies.
- Manage HR budgets and optimize resource allocation.
- Act as a trusted advisor to senior leadership on organizational development and change management.

- Drive employee engagement initiatives and maintain a positive workplace culture.

Job Qualifications:

- Bachelor's degree in Human Resources, Business Administration, or related field (Master's degree preferred).
- Minimum **8–10 years of HR experience**, with at least **3 years in a managerial or senior leadership role** .
- **Strong knowledge of labor laws and HR best practices in the retail industry.**
- Proven ability to manage multi-site operations and large teams.
- Excellent leadership, communication, and interpersonal skills.
- Strategic thinker with hands-on execution capability.
- Proficiency in HRIS and MS Office applications.
- High level of integrity, professionalism, and adaptability in a fast-paced environment.

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Company Description