



## Business Cutover & Ramp up Lead

### Job Information

**Hiring Company**

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

**Job ID**

1578482

**Industry**

Other

**Job Type**

Permanent Full-time

**Location**

Tokyo - Other Areas

**Salary**

10 million yen ~ Negotiable, based on experience

**Refreshed**

April 16th, 2026 15:00

### General Requirements

**Minimum Experience Level**

Over 6 years

**Career Level**

Mid Career

**Minimum English Level**

Fluent

**Minimum Japanese Level**

Daily Conversation

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

**Overview:**

The role will oversee the creation and ongoing execution of the Cutover Preparation/Readiness Plan, Business Ramp-Down, System and Physical Blackout and Cutover, and Controlled Business Ramp Up and transition to steady-state support.

**Experience:**

- 6+ Years Leading Cutover & Ramp Up (Post Go Live) in a Life Sciences Environment
- Project Management Professional (PMP) or APICS Certification Preferred
- Experience with GxP, SOX ERP and/or non-GxP solutions (SAP, OM Partners Plus)
- Masters or MBA degree preferred

**Responsibilities:**
**1) Business Cutover / Ramp Down:**

- Assess the capabilities and readiness of the business team to plan and execute business cutover. • Map workstreams

resources, readiness and scope.

- Hold workshops to address gaps in business readiness and stand up cutover processes:
- Business Ramp-Down, Business Continuity Planning, Resource Planning, Cutover

**2) Data Conversion:**

- Incorporate Data Conversion activities in consolidated cutover plan
- Support sequencing of tasks and resource planning of SMEs
- Identify and drive development and communication of data cleansing, paper processes, cutoff/blackout dates, and other business activities to support data conversion.

**3) IT/Technical Cutover**

- Incorporate IT tasks in consolidated cutover plans for each environment
- Align technical tasks to business tasks to identify prerequisites, gaps, and critical path items
- Monitor and drive task completion across various technical teams

**4) Business Ramp Up:**

- Working with the DRI, Business, Data and I/T lead to develop and drive the execution of a detailed Ramp Up Plan
- Lead the planning, coordination and monitoring of the defined Ramp Up Plan.

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Company Description