



Business Cutover & Ramp up Lead

Job Information

Hiring Company

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

May 21st, 2026 02:00

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.

Company Description