



Understanding People

HR Operations Manager / 人事オペレーションマネージャー

Luxury fashion global brand, 10M+ salary

Job Information

Recruiter

Specialized Group

Job ID

1582578

Industry

Apparel, Fashion

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

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General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

HR Operations Manager 人事オペレーションマネージャー - Luxury Fashion (10M+ Salary, Hybrid)

Our client, a leader in the luxury fashion industry, is seeking an HR Operations Manager for a hybrid role. This position offers the opportunity to influence business strategies and lead a team while coordinating with regional and local stakeholders to attract and retain top talent. Enjoy a competitive salary of 10M+ and the chance to work in a dynamic, multinational environment.

Key Responsibilities:

- Supervise monthly payroll operations in Japan
- Manage day-to-day HR operations for accuracy and efficiency
- Implement payroll process changes and enhancements
- Design and implement benefits harmonization across brands

- Coordinate with local stakeholders to attract and retain talent
- Report HR operations performance to regional stakeholders

Qualifications:

- Bachelor's degree in Human Resources Management or related discipline
- 5+ years experience in global/multinational company
- Fluent in English and Japanese
- Advanced change management experience
- Experience with HRIS and payroll systems
- Knowledge of Japanese labor laws and regulations
- Experience in benefits harmonization

Company Description