



Bilingual Scrum Master

European firm

Job Information

Recruiter

[Skillhouse Staffing Solutions K.K.](#)

Job ID

1582594

Industry

Bank, Trust Bank

Company Type

Large Company (more than 300 employees)

Non-Japanese Ratio

About half Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

6 million yen ~ 12 million yen

Work Hours

ハイブリッド（週4日出社、週1日リモート勤務）

Holidays

土日、祝日、年末年始、有給休暇、他

Refreshed

April 14th, 2026 16:00

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

A leading European-based global insurance company is looking for a **Scrum Master / IT Project Manager (Assistant Manager Level)** to join their team!

Responsibilities:

- Act as Scrum Master in agile projects
- Facilitate team building and provide agile coaching
- Lead backlog creation and management, sprint planning, sprint reviews, and daily scrums
- Manage communication with stakeholders
- Identify and manage risks and issues, and implement solutions
- Establish and maintain JIRA & Confluence-based project environments
- Analyze issues, develop strategies and plans, and support execution of initiatives
- Promote continuous improvement activities
- Provide project execution support in line with internal project governance in collaboration with in-house project managers
- Ensure the stable and timely delivery of IT services and support the evaluation and decision-making for appropriate solutions
- Support vendor management
- In addition to the Scrum Master role, you will be part of the IT department and will be expected to contribute to IT service-related tasks such as application maintenance and transitions to production operations

Why should you apply:

- Improvement of user satisfaction: This is a challenging position where you can directly contribute to improving user satisfaction by solving end-user problems
- Global collaboration: You will work closely with the Asia team (Hong Kong) and gain international experience
- Diverse technical support: You can utilize your support experience in a wide range of technical areas, including Citrix XenDesktop VDI, Windows PC, Office365 products, etc.

Company Overview

This international insurance company serves as a key regional hub in Asia for a major global insurance group. It offers a wide range of insurance services to individual customers through various channels, including direct sales, partnerships, and agencies, meeting diverse customer needs. Founded in Europe in the 19th century, the global insurance group now operates in more than 215 countries and regions, with approximately 55,000 employees worldwide, offering a comprehensive suite of insurance products and services.

Working hours: Monday-Friday 9:00-18:00

Working Style: Hybrid (daily office attendance is required for the first few months.

After that, the office will be open 1-2 days a week. Days in the office may change depending on the situation)

Holidays: Saturdays, Sundays, national holidays, paid vacations (10 days granted 6 months after start of work)

Benefits: Various social insurance programs (health insurance, pension, employment insurance, workers' compensation, etc.), retirement pension plan, employee savings plan, group life insurance, startup support program (housing rent subsidy), corporate welfare club membership, Employee Assistance Program (EAP) with on-site/online counseling, childcare leave, reduced working hours for childcare, nursing care leave, flextime system, part-time work system, shift work system, early return-to-work support allowance for childcare leave, childcare support allowance for shift workers, in-house club activities, no dress code (business casual allowed).

Required Skills

- 3+ years of hands-on experience as a Scrum Master
- 2+ years of experience in forming and coaching agile teams
- 3+ years of experience in system development
- 3+ years of experience in managing development vendors

Company Description