



【800～1200万円】 Senior Training and Organizational Development Spec...

外資系医療機器メーカーでの募集です。教育研修のご経験のある方は歓迎です。

Job Information

Recruiter

JAC Recruitment Co., Ltd.

Hiring Company

外資系医療機器メーカー

Job ID

1587454

Industry

Medical Device

Company Type

International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

8 million yen ~ 12 million yen

Work Hours

09:00 ~ 18:00

Holidays

詳細は求人ご紹介時にご案内いたします。

Refreshed

May 2nd, 2026 07:00

General Requirements

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

【求人No NJB2355992】

Summary Requirements:

To perform this job successfully an individual must be able to perform each essential duty satisfactorily.

The requirements listed below are representative of the knowledge skill and/or ability required.

Main Objective:

The Organizational Development and Training Specialist is responsible for designing implementing and evaluating programs that facilitate the professional development and continuous learning of employees including learning delivery. This role

focuses on enhancing organizational effectiveness through strategic planning talent management employee experience and performance improvement initiatives.

Essential Responsibilities and Duties:

- Training Program Development: Source design and deliver training programs that address the needs of the organization including leadership development technical skills and 'soft skills' training. Ensure program delivery is within budget and timeframes as appropriate. Where possible leverage existing programs utilised within globally.
- Organizational Development: Act as an internal consultant by developing and implement strategies to improve organizational effectiveness including change management team building and process improvement initiatives.
- Needs Assessment: Conduct training needs assessments to identify gaps and recommend solutions to enhance employee performance and productivity.
- Performance Management: Support the performance management process by developing tools and resources for managers and employees and providing coaching and feedback.
- Talent Management: Assist in the development and implementation of talent management strategies including succession planning career development and employee engagement initiatives.
- Evaluation and Reporting: Monitor and evaluate the effectiveness of training programs and organizational development initiatives and provide regular reports to senior management.
- Collaboration: Work closely with HR and other departments globally to ensure alignment of training and development programs with organizational goals and objective
- Any other duties and/or projects as assigned

Required Skills

Experience and Education:

- Relevant work experience in organizational development
- A high level of proficiency in learning design delivery and evaluation across multiple modalities (including live workshop virtual and eLearning delivery) preferably within the medical device industry and a corporate context
- SAP knowledge is advantageous
- Relevant tertiary qualifications (or equivalent)

Knowledge and Skill Requirements/Specialized Courses and/or Training:

- Strong growth mindset
- Excellent presentation and facilitation skills with diverse audiences
- Strong critical thinking and analytical abilities.
- Fluent written and oral Japanese language communication skills
- Excellent written and oral English language communication
- Third language capabilities in Chinese (Mandarin/ Simplified Chinese) or Korean would be highly regarded
- Ability to work in a fast paced ever changing environment and under pressure
- Ability to communicate ideas and/or issues effectively to other team members and management
- Effectively manage large projects or processes with limited oversight from manager.
- High capability to coach review and delegate work to colleagues.
- Seek to efficiently resolve problems that may be difficult and complex in nature.

Machine Tools and/or Equipment Skills:

- Intermediate to expert level Microsoft Office applications particularly Powerpoint Excel
- Proficient in MS Teams and Outlook
- Previous working experience utilising an LMS (ideally SAP Success Factors)
- Previous experience utilising e Learning authoring software (ideally Articulate 360 suite)
- High level of digital literacy

Reasoning Ability:

Ability to define problems collect data establish facts and draw valid conclusions. Ability to interpret an extensive variety of technical instructions and deal with several abstract and concrete variables.

Mathematical Skills

Ability to comprehend and apply mathematical principles to the degree required to perform the job based upon job requirements.

Company Description

ご紹介時にご案内いたします