



Senior Campus Recruiter - Morgan Stanely via AMS

Opportunity - Investment banking client

Job Information

Recruiter

Alexander Mann Solutions K.K.

Hiring Company

Alexander Mann Solutions

Job ID

1591612

Industry

Investment Banking

Company Type

Large Company (more than 300 employees) - International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

6 million yen ~ 10 million yen

Work Hours

9.00AM to 6.00PM

Holidays

土日祝、年末年始(12/31 - 1/3)/Sat, Sun, PH, Year End/New Year(12/31-1/3)

Refreshed

May 13th, 2026 02:09

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

Native

Minimum Education Level

Associate Degree/Diploma

Visa Status

Permission to work in Japan required

Job Description

Purpose and Position in Organisation

The Senior Recruiter will support client hiring managers with filling their campus/early careers hiring demand. They are

responsible for ensuring all quality thresholds and SLA/KPIs are met. The role includes planning and executing campus recruitment activities, managing stakeholder relationships, and delivering excellent recruitment services to the client in line with agreed service levels, acting as the custodian of candidate quality and the hiring manager experience, working in conjunction with onsite and offshore campus colleagues. The Senior Recruiter will work closely with the Team Lead (TL), Manager (CSM), Senior Manager (SM), recruiters, and coordinators to ensure high-quality recruitment services and a smooth recruitment process.

Key Responsibilities and Activities

Client Stakeholder Relationships

- Create and maintain trusted partner relationships with hiring managers/stakeholders. Maintain execution of the end-to-end delivery of campus recruitment services to them, providing counsel, advising through insight and SME knowledge on the recruitment process, and ensuring that timelines are correctly identified and met.
- Lead discussion on attraction strategies, working with TL, CSM/SM, and Head of Early Careers/Junior Talent to correctly identify approach based on market and hiring demands.
- Partner with TL, CSM/SM in creating strong partnerships with all internal and external stakeholders, attending regular calls, to build understanding of process and satisfaction in the service.

Internal Stakeholder Relationships

- Monitor funnel metrics in partnership with Philippines/Poland team to ensure bottlenecks are identified and addressed ahead of time.
- Collaborate effectively with relevant teams, such as the Philippines/Poland CoE teams, to ensure a smooth client and candidate experience.
- Coach and mentor Recruiters and Coordinators on best practice approaches and client culture, supporting them in achieving success in their roles.
- Key contact for all reporting needs of CSM/SM including governance, data requests.

Recruitment Delivery

- Ensure the recruitment service is delivered in line with contractual obligations and client service level agreements.
- Lead vacancy consultation discussions in partnership with the TL/CSM/SM to agree the recruitment plans with hiring managers and document outcomes of the intake meeting.
- Collaborate with campus recruitment team to ensure the delivery of high-quality candidate shortlists through to Assessment Centre.
- Deliver excellent candidate experience in conjunction with the onsite coordinators and the Philippines/Poland team; managing candidate satisfaction with the recruitment experience, from initial interview/assessment centre to start date.
- Support the hiring manager(s) with hiring decisions and guide them in determining an appropriate offer; lead the calibrations session and offer process to close the candidate.
- Anticipate potential stakeholder issues within own area of expertise, taking action to address, and using judgement to escalate appropriately.
- Share and implement knowledge gained from other teams to enhance own recruitment delivery.
- Actively participate in, or coordinate projects outside direct remit of responsibility.
- Outline recommended continuous improvement actions and upselling opportunities to Manager – Early Careers & Campus, including quantifying impact.

Technology and Compliance

- Ensure that all changes to a candidate's status and requisition updates are tracked in real time in all relevant systems, and offline trackers (client and AMS).
- Support account contractual management by identifying and flagging scope creep.
- Ensure compliance with legislation affecting area of work (e.g., age discrimination, employment risks for contractors, OFCCP, data management techniques or similar local legislative requirements).
- Identify, track, and put controls on compliance risks in line with the overall AMS Risk Management Framework. Identify, escalate, mitigate/resolve, and document issues in real time.

Required Skills

Performance Outcomes/Accountabilities (specific targets to be set by accounts)**Stakeholder Relationships**

- Maintain or achieve improvement on average annual Client CSAT score.
- Maintain or achieve improvement on average annual Candidate CSAT score.

Recruitment Delivery

- 100% compliance against client SLAs/KPIs.
- £X liabilities for failed SLAs/KPIs where applicable and measurable for the client.
- Achieve/exceed season hiring demand.
- Achieve onboarding 100% of all cohorts within agreed timeframes.
- Achieve 100% of DE&I targets if applicable.

Technology and Compliance

- 100% data integrity and reporting accuracy for all required ATS and CRM/manual tracker data fields, as outlined in the account operations manual.
- compliant with all relevant legislation/client compliance/AMS Business Assurance requirements.
- 100% compliance with all AMS and Client mandatory training.

Company Description