



Understanding People

TA Partner | Talent Acquisition TAパートナー・人材獲得

Full recruitment ownership

Job Information

Recruiter

Specialized Group

Job ID

1594817

Industry

Electronics, Semiconductor

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

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An international organization is seeking a Talent Acquisition Specialist to support recruitment activities across multiple business functions. This role offers the opportunity to manage the full recruitment lifecycle, partner with stakeholders, and contribute to talent attraction initiatives within a dynamic and fast-paced environment.

Key Responsibilities

- Manage end-to-end recruitment processes for assigned positions
- Develop and execute sourcing strategies using various recruitment channels
- Build and maintain strong relationships with hiring managers and internal stakeholders
- Screen, assess, and coordinate candidates throughout the hiring process

- Ensure recruitment activities comply with company policies and relevant regulations
- Support onboarding coordination to facilitate a positive candidate experience
- Build talent pipelines through networking, referrals, and external partnerships
- Maintain accurate recruitment data and reporting within recruitment systems
- Contribute to employer branding and talent attraction initiatives
- Support continuous improvement of recruitment processes and candidate experience

Qualifications

- Professional proficiency in Japanese reading and writing
- Experience managing full-cycle recruitment processes
- Experience utilizing sourcing tools, social media, and direct search methodologies
- Familiarity with applicant tracking systems and recruitment technologies
- Experience recruiting in fast-paced, high-volume environments
- Strong stakeholder management and relationship-building skills
- Excellent communication and organizational abilities
- Ability to manage multiple recruitment projects simultaneously
- Regional or international recruitment experience is an advantage

Company Description