



Understanding People

## Senior HR Director / シニアHRディレクター

Newly created leadership role

### Job Information

#### Recruiter

Specialized Group

#### Job ID

1597936

#### Industry

Retail

#### 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 10 years

#### Career Level

Executive

#### 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

#### Senior HR Director | Retail Consumer Goods シニアHRディレクター | 小売消費財

Our client, a renowned company in the Retail Consumer goods industry, is seeking a Senior HR Director for a newly created role in Tokyo, Japan. This position offers the opportunity to lead strategic HR initiatives, partnering with senior leaders to shape the people agenda and drive organizational effectiveness.

#### Key Responsibilities:

- Advise senior leaders on HR strategies
- Lead talent management and succession planning
- Oversee performance management cycles
- Champion employee engagement and diversity initiatives

- Manage HR operations and ensure legal compliance
- Lead recruitment and onboarding processes
- Implement change management initiatives
- Handle employee relations and grievance management
- Ensure compliance with Japan labor laws
- Develop HRIS strategies for data-driven decision making

**Qualifications:**

- 15+ years of HR experience, 3+ years in HR leadership role
- Strong understanding of Japan labor law compliance
- Proven high command of English and Japanese
- Bachelor's degree in Human Resources, Business, or related field
- Experience partnering with senior leadership teams in multi-site environments
- Expertise in organisational development, change management, and talent strategy
- Experience with HRIS and digital platforms for decision-making
- Familiarity with global or regional matrix organisations is preferred but not mandatory

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Company Description