



Understanding People

Talent Acquisition Specialist / 人材獲得スペシャリスト

Fast-growing AI company

Job Information

Recruiter

Specialized Group

Job ID

1601183

Industry

Software

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

July 8th, 2026 18:57

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

Talent Acquisition Specialist 人材獲得スペシャリスト - AI Industry (Competitive Salary)

Our client, a fast-growing company in the AI industry, is seeking a Talent Acquisition professional to drive recruitment efforts and support business growth. This role offers the opportunity to lead strategic hiring initiatives across diverse functions, collaborating with Talent Acquisition Managers and Hiring Managers.

Key Responsibilities:

- Design and execute recruitment strategies with hiring managers
- Manage candidate attraction and closing processes
- Oversee recruitment across multiple job functions
- Operate and improve ATS and recruitment KPIs

- Negotiate contracts with recruitment agents and media
- Collaborate with leadership on recruitment requirements
- Allocate recruitment resources based on priority

Qualifications:

- Fluency in Japanese
 - Business-level English proficiency
 - Experience with ATS, preferably HERP
 - Experience in talent acquisition for AI industry
 - 5+ years of experience in talent acquisition
 - Strong negotiation skills for contract management
 - Ability to design and execute recruitment strategies
 - Experience with recruitment data analysis and KPI management
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Company Description