



Senior Localization Project Manager| No Japanese Required

Full Remote Global Company

Job Information

Hiring Company
Welocalize Japan K.K.
Job ID
1602220
Industry
Interpretation, Translation
Company Type
Large Company (more than 300 employees) - International Company
Job Type
Contract
Location
Tokyo - 23 Wards, Chiyoda-ku
Train Description
Yurakucho Line, Kojimachi Station
Salary
8 million yen ~ 10 million yen
Work Hours
8 hours Mon-Fir, with flex hours
Refreshed
July 17th, 2026 00:00

General Requirements

Minimum Experience Level
Over 6 years
Career Level
Mid Career
Minimum English Level
Business Level
Minimum Japanese Level
None
Minimum Education Level
Bachelor's Degree
Visa Status
Permission to work in Japan required

Job Description

About Welocalize

Welocalize, a Welo Global brand, serves localization teams through AI-enabled multilingual content solutions that enable enterprises to operate and scale globally. Welocalize combines AI, automation, and human expertise to support enterprises in more than 300 languages, enabling accurate, culturally aligned, and compliant multilingual content at scale.

Welocalize's Opal Platform comprises patented technology designed to automate multilingual content and improve workflow performance for enterprises. Opal functions as an agentic system that orchestrates AI, automation, and human expertise to coordinate content workflows across the lifecycle, improving speed, scalability, and operational control for global enterprises. These solutions operate within a secure and compliant environment supported by seven ISO certifications. Welocalize is headquartered in New York with offices worldwide.

Required Skills

Key Responsibilities

Strings Review & Project Preparation

- Review incoming strings to confirm they are customer-facing and in scope for localization.
- Verify i18n readiness: proper externalization, ICU patterns, correct placeholders, no embedded HTML.
- Whenever applicable, remove Smartmatched strings in Smartling (Published and Proofreading statuses where safe).
- Collect screenshots, user flows, and feature gates to provide translators with sufficient context.
- Monitor translation job progress; escalate blockers with linguists or product teams as needed.
- Answer translator queries; review and approve AI-drafted responses in collaboration with vendors and engineers.

Vendor & Stakeholder Management

- Manage relationship with Vendor team: set expectations, hold monthly syncs, and track recurring quality issues.
- Create and maintain Jira/Confluence accounts for users; support new linguist onboarding.
- Produce and update documentation for Vendor, covering workflows and product-specific guidance.
- Triage localization and i18n support tickets (JACs): assess clarity, severity, and correct component assignment.
- Liaise with internal stakeholders to prepare content for localization.

Strategic & Process Improvement

- Identify and propose workflow changes, automation opportunities, and tooling improvements to reduce manual effort.

Requirements

- Experience managing localization or translation programs in a software/product environment.
- Familiarity with Confluence and Jira.
- Familiarity with i18n standards: ICU message format, string externalization, and localization tooling (e.g. Smartling).
- Ability to coordinate across engineering, product, and vendor teams simultaneously.
- Strong communicator with experience managing linguist or vendor queries across time zones.
- Comfortable proposing and driving process improvements and automation.

Additional Info :

Working Arrangement

You will work as a team member with our Sydney-based client and their localization and production team. With only a 1-hour time difference, you'll collaborate in real time while working regular Japan business hours—no early mornings or late nights.

Language Requirements

Japanese is not required—just bring your fluent English and a collaborative mindset.

Who We're Looking For

We're seeking an experienced Localization PM with strong client management skills. You're comfortable leading projects, own client and stakeholder interaction and relationship, and driving delivery across teams.

Company Description