

【 HRBP 】Human Resources Business Partner | Up to ¥14M

Job Information

Recruiter
SPOTTED K.K.

Job ID
1603650

Industry
Other

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
Negotiable, based on experience ~ 14 million yen

Refreshed
November 9th, 2026 04:00

General Requirements

Minimum Experience Level
Over 6 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Native Level

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

Role Overview

We are looking for an experienced Human Resources Business Partner to act as a trusted advisor to business leaders, helping shape people strategy and drive organizational effectiveness. This role bridges strategic HR partnership with hands-on execution, supporting leaders through talent decisions, performance management, and organizational change.

The ideal candidate is a self-starter who thrives in a fast-paced environment, balancing big-picture thinking with day-to-day HR delivery. You'll build strong relationships across the business, bringing data-informed insight and practical judgment to every conversation.

This is an opportunity to make a visible impact — partnering with leadership to align people initiatives with business goals, while helping build a high-performing, engaged workforce.

Key Responsibilities

- Partner with business leaders to translate organizational goals into HR and talent priorities, providing guidance on structure, capability, and workforce planning.

- Own or support core people processes including performance management, talent reviews, succession planning, and compensation cycles.
- Advise managers on employee relations matters, coaching them to handle people issues fairly, consistently, and in line with best practice.
- Lead or contribute to HR projects and change initiatives, helping the organization adapt to evolving business needs.
- Serve as a point of contact between local business needs and broader HR frameworks, ensuring consistent and effective execution.

Required Skills

Preferred Experience

- Prior experience in an HR Business Partner, HR Generalist, or similar strategic HR role.
- Track record of partnering with leaders on organizational design, workforce planning, or business transformation.
- Experience managing or supporting end-to-end performance and talent cycles.
- Familiarity with employee relations matters and local labor regulations.
- Experience leading or contributing to HR projects such as policy updates, process improvements, or system transitions.

Required Skills & Qualifications

- Strong stakeholder management and influencing skills, with confidence engaging senior leaders.
- Excellent verbal and written communication skills.
- Ability to work independently, take initiative, and manage competing priorities.
- Comfortable using data and insights to inform HR decisions and recommendations.
- Solid working knowledge of core HR practices across the employee lifecycle.

Who We're Looking For

We're seeking a proactive HR professional who enjoys building genuine partnerships with business leaders and can move fluidly between strategic thinking and hands-on execution. You bring sound judgment, discretion, and a collaborative mindset, along with a genuine interest in helping organizations and people perform at their best. If you're energized by variety, comfortable navigating ambiguity, and passionate about driving meaningful people outcomes, we'd love to hear from you.

Company Description