IT Governance, Risk & Audit Specialist

Intermediate Japanese / Up to 12M

Job Information

Recruiter
Skillhouse Staffing Solutions K.K.

Job ID
1608005

Industry
Insurance

Company Type
Large Company (more than 300 employees) - International Company

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
8.5 million yen ~ 12 million yen

Work Hours
9：30-18：00

Holidays
Weekend, National Holidays, Year-end and New Year Holiday etc

Refreshed
November 11th, 2026 06:00

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Daily Conversation Level

Minimum Education Level
High-School

Visa Status
Permission to work in Japan required

Job Description

A leading global life insurance company is looking for a talented **IT Governance, Risk and Audit Specialist** within its Information & Transformation divisions.

Responsibilities:
- Design, implement, and continuously improve the organization's IT Governance framework, ensuring alignment between IT strategy, business objectives, risk management, compliance, and internal controls

- Manage and coordinate end-to-end IT Audit, Risk Management, and Internal Control activities across Information & Transformation divisions
- Lead and track audit remediation activities, working with audit issue and risk owners to ensure timely and effective closure of identified findings
- Coordinate with local, regional, and Group Audit teams on audit planning, follow-up activities, remediation progress, and reporting
- Partner with IT, Risk Management, Internal Audit, Security, and business teams to identify risks, assess their impact, and establish appropriate mitigation and corrective actions
- Monitor the progress of key risk, audit, governance, and departmental initiatives, ensuring alignment with agreed objectives, timelines, and priorities
- Prepare clear and insightful reports and management updates for the CITO and I&T Division Heads, highlighting risks, issues, progress, inconsistencies, and recommended corrective actions
- Facilitate governance meetings and discussions with business and technical stakeholders to drive alignment and effective decision-making
- Challenge audit findings, technical requirements, and remediation approaches where appropriate, ensuring that proposed actions are practical, sustainable, and aligned with the organization’s risk appetite

Why should you apply?
- You will be joining one of the biggest global insurance companies in the world.
- You will be working with the international team with the best technologies in insurance domain
- 50% WFH and 50% Work from Office

Company Details:
A leading US global life insurance company with a strong presence in Japan, providing a wide range of protection and investment solutions. The organization is focused on digital transformation and innovation across its Information & Transformation divisions.

Salary: Up to 12,000,000 JPY/Year (9,000,000 JPY base + Bonus +OT)
Working Hours: 9:00 – 17:00 (Mon-Fri)
Working Style: Remote (one day in-office per month)
Holidays: Two days off per week (Saturdays, Sundays, and holidays), Paid vacation, New Year's holiday, special leave, summer vacation
Services/Benefits: Social insurance, Transportation Fee, No smoking indoors allowed (Designated smoking area), etc.
Interview Process: 3~4 times

Required Skills

- 5+ years of experience in one or more of the following areas: IT Governance, IT Audit, IT Risk, Information Security Governance
- Experience designing, implementing, monitoring, or improving IT governance frameworks, policies, standards, and control environments
- Experience managing IT audit findings and remediation, including coordinating with issue owners, tracking action plans, and reporting remediation progress
- Understanding of IT risk identification, assessment, mitigation, monitoring, and reporting
- Experience working with IT infrastructure and/or business applications, with sufficient technical understanding to engage effectively with technical teams
- Experience leading assigned projects, initiatives, or governance activities from planning through execution
- Ability to analyze complex information, identify inconsistencies or gaps, and provide clear insights and actionable recommendations to management
- Strong experience preparing management reports, risk reports, audit updates, dashboards, and executive-level presentations
- Experience coordinating and facilitating discussions between IT, Business, Risk, Internal Audit, Security, and other stakeholders
- Ability to challenge audit findings, technical requirements, and remediation plans constructively while maintaining strong stakeholder relationships
- Knowledge of relevant IT Governance, Risk, Audit, Security, or Compliance frameworks and standards is preferred
- Certifications such as CISA, CRISC, CGEIT, CISSP, or equivalent are an advantage

Company Description