

IT Vendor Director

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Job Information

Recruiter
JAC International Co., Ltd.

Job ID
1612475

Industry
Insurance

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

Non-Japanese Ratio
About half Japanese

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
15 million yen ~ 18 million yen

Refreshed
October 22nd, 2026 06:00

General Requirements

Minimum Experience Level
Over 6 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

Leading the management of a complex IT vendor portfolio, this role oversees vendor strategy, governance, performance, commercial negotiations, and risk management for more than 50 technology suppliers across Japan and offshore locations, representing over USD 200 million in annual technology expenditure.

The role demands strong stakeholder management skills and the ability to work effectively with Procurement, IT, Risk, Compliance, Legal, and Global Vendor Management teams to drive vendor excellence, mitigate risks, improve governance, and deliver greater value from strategic technology partnerships.

Employee Benefits:

Flexible Hours: Includes a flex-time policy and shortened working hours for parents raising children. Hybrid working policy for all employees.
Time Off: National holidays, annual paid leave, special consecutive leave, and refreshment leave
Comprehensive Insurance: Full social insurance coverage, alongside access to group and supplemental in-house insurance products.
Employee Assistance Programs: Mental health services and well-being perks
Financial Benefits: Performance-based annual bonuses are typically offered alongside commute expense reimbursement.
Special Discounts: Discounts on travel and English language lessons
A modern, functional environment featuring a cafe area, relaxation rooms, and game spaces.

Required Skills

Language: Business level Japanese and Business level English.

Around 10 years of experience in IT vendor management, procurement, sourcing, contract management, IT service management, or technology delivery governance.

Experience managing complex vendor ecosystems, preferably in a global or regulated company in Japan.

Hands-on experience with RFP/RFI support, contract renewals, SOW administration, vendor scorecards, and risk remediation.

Company Description

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