



【東京 | 医療機器 | 薬事】薬事ディレクター/RA Director

Job Information

Recruiter

JAC International Co., Ltd.

Job ID

1613051

Industry

Medical Device

Company Type

Small/Medium Company (300 employees or less) - International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Ota-ku

Train Description

Keihin Tohoku Line (Tokyo-Yokohama), Omori Station

Salary

14 million yen ~ 20 million yen

Salary Bonuses

Bonuses included in indicated salary.

Salary Commission

Commission included in indicated salary.

Work Hours

9:00-17:30 (コアタイム : 11:00-14:00)

Refreshed

September 28th, 2026 14:51

General Requirements

Minimum Experience Level

Over 10 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

OBJECTIVES/PURPOSE OF JOB

The Senior Regulatory Affairs Manager is responsible for leading regulatory strategy and execution in Japan for a portfolio of medical devices and healthcare products.

This role serves as the primary interface with PMDA, MHLW, and relevant authorities, driving successful product registrations, lifecycle management, and compliance. The position plays a critical role in integrating Japan regulatory requirements into global development programs, while building a high-performing regulatory team and partnering closely with Quality and Commercial functions to ensure business success.

Key Responsibilities

1. Japan Regulatory Strategy & PMDA Submissions (Core Focus)

Lead development and execution of Japan regulatory strategies across the full product lifecycle

Own and drive end-to-end PMDA submissions, including:

- o Class II,IV medical device approvals and certifications
- o Healthcare product registrations and variations, as applicable
- o Lifecycle submissions (partial changes, renewals, updates)

Develop and execute PMDA consultation strategies, including pre-submission interactions, scientific advice, and issue resolution

Ensure submissions are high-quality, compliant, and aligned with business timelines and launch objectives

2. Clinical & Regulatory Integration

Provide regulatory leadership for clinical evidence requirements for Japan, including:

- o Evaluation of clinical data needs for device approvals
- o Bridging strategies using global data where applicable
- o Input into clinical/regulatory pathways for new and modified devices

Partner with global Regulatory, Clinical, and R&D teams to ensure:

- o Early incorporation of Japan requirements into development programs
- o Alignment of Japan strategy with global submissions

3. Health Authority Leadership

Serve as the primary company representative to PMDA, MHLW, and local authorities

Lead regulatory consultations, negotiations, and formal interactions

Proactively manage regulatory risks and drive issue resolution with authorities

Build and maintain strong, credible relationships to facilitate efficient approvals

4. Cross-Functional Partnership (Critical Success Factor)

Partner closely with Quality to ensure:

- o Alignment on QMS requirements, inspections, and compliance
- o Successful execution of QMS submissions and foreign manufacturing registration

Partner with Commercial/Marketing to:

- o Enable compliant and competitive product launches
- o Review and approve promotional materials and claims
- o Ensure labeling supports both regulatory and market needs

Collaborate with Supply Chain, Manufacturing, and Technical teams to ensure alignment on regulatory requirements for product changes and launches

5. Labeling, Promotion & Compliance

Lead regulatory review and approval of:

- o Labeling, IFUs, packaging, and product claims
- o Promotional and advertising materials for compliance with Japan regulations

Ensure compliant implementation of product changes through robust change control processes

6. Regulatory Intelligence & External Engagement

Monitor and interpret changes in Japan regulatory requirements and global standards (ISO, IEC, etc.)

Provide strategic insights to internal stakeholders to guide product development and lifecycle planning

Participate in industry associations and regulatory forums to stay ahead of policy changes

7. People Leadership & Team Development

Build, lead, and develop a high-performing Regulatory Affairs team in Japan

Provide coaching, mentoring, and structured development plans

Drive a culture of accountability, speed, collaboration, and continuous improvement

Ensure strong succession planning and capability building

8. Business & Operational Leadership

Lead regulatory project management for Japan submissions and approvals

Manage the Japan RA budget and resource planning

Support new product introductions and business development from a regulatory feasibility perspective

SUPERVISE DIRECT REPORTS: Yes

SCOPE OF POSITION

Recruitment, education, and team management of RA team staffs

Project Management for regulatory submissions

Responsible for business license maintenance

Manages RA budget.

KEY RELATIONSHIPS

Internal

Global Regulatory Affairs (core partner for global program alignment)

Quality Assurance and Compliance

Clinical, R&D, and Medical Affairs

Commercial / Marketing / Market Access

Supply Chain and Manufacturing

External

PMDA, MHLW, and local authorities

Industry associations (e.g., device and pharma groups)
Regulatory consultants and external partners

Employee Benefits:

Employment Type: Full time employee
Office Location: Central Tokyo, Japan
Working Model: Hybrid, 2-3 days in office with flex time.
Interviews: 2-3
Budget: Up to 18 Mil (base+bonus)
Welfare and Insurances: Covered

Required Skills

QUALIFICATIONS/ TRAINING (e.g. professional qualifications, on-the-job training, education)

Bachelor's degree in a scientific or technical field (e.g., engineering, life sciences); advanced degree preferred
Pharmacist license is a plus

Experience

10+ years of Regulatory Affairs experience in medical devices and/or combination products
Strong track record of PMDA submissions and approvals for medical devices (Class II?IV)
Experience with quasi-drug regulatory pathways preferred
Demonstrated experience in Health Authority interactions and regulatory negotiations in Japan
Experience supporting clinical/regulatory strategy for device approvals
5+ years of people leadership experience, including team development
Experience working in global, matrixed organizations

Skills & Competencies

Deep expertise in:

- o Japan medical device regulations and PMDA processes
- o QMS requirements and regulatory compliance in Japan
- o Labeling and promotional review requirements

Strong ability to:

- o Lead complex submissions and navigate regulatory ambiguity
- o Influence cross-functional and global stakeholders
- o Translate global strategy into Japan-specific execution

Excellent:

- o Project management and problem-solving skills

Company Description

新たに日本マーケットに参入される外資系企業や、日本でさらなるビジネス拡大をお考えの外資系企業のお客様に、私たちは最適な採用サポートを提供いたします。1975年に英国初の日系人材紹介会社としてロンドンで創業し、その後シンガポール、日本、マレーシア、インドネシア、タイ、中国の7カ国（また2011年には香港・韓国にも拠点を新設予定）でグローバル人材紹介会社として事業を拡大してきたジェイエイシーは、そのバックグラウンドから、海外文化への深い理解を持ち合わせています。グローバルに事業を展開する日系人材紹介会社のリーディングカンパニーとして、私たちは他に類のない人材ネットワークから、日本人の優秀なバイリンガル人材や外国人のプロフェッショナル人材をご提供することが可能です。幅広い業種、職種においてのエキスパートである当社のネイティブあるいはバイリンガルコンサルタントが皆様のパートナーとなり、適材適所で人材のご紹介をいたします。ジェイエイシーが築いてきた特有の歴史、文化、そしてグローバルマーケットでの強みを揺ぎない核として、日本マーケットで躍動する外資系企業のお客様のニーズにさらに的確にお答えするために、ジェイエイシーインターナショナルは誕生しました。私たちはアジアやヨーロッパのJAC Recruitment Group海外各社と緊密に連携を取り、お客様の真のニーズを把握した上で、最適なキャンディデイトをご紹介します。

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We provide specialized proactive recruitment support to multinational clients who are setting up new operations or are expanding existing business and seeking further growth in the Japanese market. As the first Japanese recruitment company to set up operations in the UK in 1975, understanding foreign cultures is second nature to us. With our extensive global network and historically leading position as recruitment consultancy to Japanese corporations, we have access to an unrivaled pool of bilingual Japanese and foreign professionals. Our professional consultants are experts in a range of industries and functions and all have extensive multicultural experience. Based on JAC's unique history, culture and market strength, JAC International was founded to provide dedicated support to our multinational corporate clients in Japan.

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