

HR/HCM Solution Consultant | Greater Tokyo | Hybrid

> **¥6–15M | Global HCM Projects**

Job Information

Hiring Company
Ataway

Job ID
1617053

Industry
Business Consulting

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
6 million yen ~ 15 million yen

Work Hours
According to company regulations.

Holidays
Saturdays, Sundays, and national holidays off

Refreshed
November 4th, 2026 00:00

General Requirements

Minimum Experience Level
Over 6 years

Career Level
Mid Career

Minimum English Level
Daily Conversation Level

Minimum Japanese Level
Native Level

Minimum Education Level
High-School

Visa Status
Permission to work in Japan required

Job Description

≪Job Description / Highlights of This Position≫

- Responsible for the full lifecycle of systems in the areas of HR, time & attendance, payroll, and talent management, from system implementation through operations and maintenance
- An environment where you can work on a wide range of products and projects in global engagements, enhancing your expertise and market value in the HR domain
- Opportunities to collaborate with overseas members while leveraging your English skills, and to take on future challenges in management and business development
- Flexible working environment with 67.8% remote-work ratio, average overtime of 13.5 hours per month, and extensive

support for childcare and caregiving

【Job Responsibilities】
Positions are available at the Manager, Senior Consultant, Consultant, and (NGD) Business Analyst levels.

- Manager
  As a Project Manager, you will lead stakeholders and drive project delivery toward successful completion, from project initiation through execution. You will build and execute business schemes to achieve the mission of the team. Your primary responsibilities will include joint proposals with global regions and sales activities in collaboration with the sales organization. In addition, you will develop business plans leveraging the established business schemes, create the team's mission, vision, and values, and lead the team in the direction it should take.
- Senior Consultant
  As a subject matter expert across business processes, product functionality, and project work, you will develop solutions and lead both clients and team members. Working together with Project Managers, you will engage in upstream processes such as system planning, quality management for your area of responsibility, and pre-sales support, while delivering projects from a broader perspective.
- Consultant
  Working with Project Managers or Senior Consultants, you will be responsible for project delivery (requirements definition, configuration, parameter settings, etc.). In addition, as part of the consulting work, you will handle activities such as organizing meetings, preparing meeting minutes, issue management, documentation, and communication and coordination with global members.

※Notes Regarding These Positions
The above describes general job responsibilities. We understand that some of the areas listed above may be part of your previous experience, while others may be new to you. For areas in which you do not yet have experience, training and skill development at our company may be required. Details of the responsibilities and expectations for each practice/title will be explained during the interview.
Managers will also introduce the strategies for each practice, so we welcome any questions regarding the roles and responsibilities required to achieve the practice's vision.

■About the Teams
< ADP (SAP HXM/Payroll) >
At Ataway Japan, we strongly believe that ADP's payroll solutions are the most effective option for adapting to a global business environment. Ataway Japan and ADP have been partners for approximately 10 years, and our track record in consulting and implementation support is highly valued and recognized as one of our key strengths. We have extensive project experience, knowledge, and a highly skilled team specializing in ADP solutions.

< SAP SuccessFactors >
With the mission of "Rebuilding HR in Japan," we provide consulting services that accelerate our clients' businesses by supporting decision-making across all global locations through HR systems.

The primary product we handle is SAP SuccessFactors. Starting with human capital management and talent management, we cover end-to-end processes including compensation management and payroll management, contributing to the advancement and efficiency of our clients' HR operations.

In addition, as there is strong demand for outsourcing payroll management, we are the exclusive partner for ADP, the world's largest payroll outsourcing provider, for implementations in Japan. We are working together with ADP not only on implementations but also on expanding the Japanese market.

Our work primarily consists of global projects for mid-sized to large enterprise clients, including some replacement projects for systems previously implemented by major consulting firms. More recently, we have also begun providing operations and maintenance services, expanding the team by offering consistent services from implementation through stable post-go-live operations and continuous improvement.

In SAP SuccessFactors implementation projects, you will be involved throughout the entire process, from requirements definition and system implementation through operations and maintenance.

❇Candidates with SAP ERP or SuccessFactors experience are preferred❇
❇Training and assignments will be considered to enable candidates to develop their English skills after joining the company❇

< Oracle HCM >
Oracle Cloud HCM: A cloud-based ERP selected by Gartner as a Leader in the Cloud HCM Suites market. It enables all HR processes and data to be centrally managed in a globally integrated database.

PeopleSoft: Oracle's traditional ERP solution. In addition to providing HR and payroll management, we also implement PeopleSoft, which can be integrated with the talent management capabilities of Oracle Cloud HCM.

< Kronos / UKG >
Workforce Dimensions: A cloud solution from UKG, the global package with the No. 1 global market share in time and attendance management. In addition to time and attendance management, it includes scheduling and forecasting management modules, enabling strategic workforce management. Ataway leads implementations in the Japanese market and is able to flexibly accommodate Japan-specific requirements.

Workforce Central: UKG's traditional time and attendance solution. As a partner responsible for implementing ADP solutions in Japan for ADP, one of the world's leading payroll outsourcing providers, Ataway implements ADP's eTime, which is based on Workforce Central.

< Workday HCM >

Workday integrates HR, finance, and planning into a single platform, streamlining processes and reducing the need for multiple siloed systems. This unified approach improves operational efficiency and minimizes administrative overhead.

☆Since 2024, as part of our efforts to provide Workday implementation services in the Japanese market and pursue new cloud technologies, Ataway has become a premier service provider for leading HCM, finance, and SCM technologies in the Japanese market. With highly skilled bilingual consultants, we provide the latest and best technologies to meet system and application needs.

■About the Company:
Ataway is a global IT consulting firm founded in France in 2000. Leveraging collaboration among Ataway's offices around the world, we provide consulting services to companies worldwide. Ataway Japan was established in 2008 as the Japanese entity and plans, proposes, and implements solutions that contribute to business transformation for companies seeking growth in a global environment. We also focus on change management services aimed at achieving tangible outcomes from transformation in response to various changes in the environment surrounding organizations. In addition to consulting services, we provide training programs and change management certifications. We are a flat organization with a diverse workforce from around the world, where employees maintain close relationships with one another and individuality is respected.

■Why does this job posting include recruitment across different teams, products, and position levels?
At our company, we value an environment in which consultants can work across teams and products and provide a diverse range of solutions tailored to client requirements.
During the selection process, we will determine the primary team you will be assigned to based on your career aspirations. However, to help you build a broader range of skills and experience, you may also flexibly engage in work spanning different teams, projects, and products.
In addition, by providing the details for each level together, we make it easier for candidates to envision their potential career path and expected responsibilities without having to review multiple separate job postings.

【Employment Type】
Full-time

【Salary】
Estimated first-year annual salary: JPY 6.0 million – 15.0 million

※ Performance-based bonuses and performance bonuses are provided separately
※ Salary will be determined based on experience and capabilities

【Working Hours】
In accordance with company regulations
※Average overtime: 13.5 hours/month (FY2025 results; average min. 10.4 hours/max. 20.3 hours)

【Location】
Greater Tokyo Area (Tokyo, Kanagawa, Saitama, Chiba)
Greater Tokyo Area

【Holidays and Leave】
Work-Life Balance

- Saturdays, Sundays, and national holidays off
- 120+ annual holidays
- Year-end and New Year holidays
- Paid annual leave (81.3% paid leave utilization rate)
- Bereavement and congratulatory leave

Support for Life Events (An Environment Where You Can Work Long-Term):

- Nursing/caregiving leave
- Childcare/nursing leave for children
- Menstrual leave
- Maternity and parental leave (100% utilization rate over the past three years)
- Reduced working hours for childcare
- Leave for maternal health management
- Babysitter subsidy program

【Benefits and Welfare】
Social Insurance & Health Support:

- Full social insurance coverage
- Membership in the Kanto IT Software Health Insurance Society (ITS), providing access to various services such as resort facilities and medical support
- Health support programs

Flexible Working Style (Hybrid Work):

- Employees can autonomously choose where they work on a daily basis, remote work ratio: 67.8% (FY2025) ※ Based on fully remote workdays

Diversity & Inclusion:

- Female employees: 44.0% (regular employees); female managers: 34.2%

- An environment where employees from diverse backgrounds can thrive

Allowances & Asset-Building Support:

- Communication allowance, etc.
- Defined Contribution Pension Plan (DC)
- Congratulatory and condolence payments (marriage, childbirth, bereavement)
- Long-service awards

Professional Development & Self-Growth Support:

- Language learning support (subsidy for language school tuition)
- Approximately 70% of Nihon Ataway's revenue comes from global projects, and approximately 30% of employees are foreign nationals → An environment where you can leverage your English skills and grow professionally

Culture & Internal Communication:

- Employee trips / outings, CSR activities, etc. (voluntary participation)
- A culture that values connections across teams and the organization
- Recruitment & Referral Program:
- Employee referral program, including referral bonuses when referred candidates join the company

Required Skills

【Required Qualifications】
■Manager
Applicants who meet all of the following ①–③ are eligible.

① Candidates with 5–10+ years of experience in HR system implementation consulting

- Experience in project delivery/management for HR, time and attendance, payroll, and talent management
- Experience in operations, maintenance, and management of HR systems, as well as proposal activities
- Experience implementing HR ERP products in global projects

② Candidates with business knowledge

- Knowledge of business processes in multiple areas including HR, payroll (salary, compensation, benefits, labor management, and social insurance), time and attendance, and talent management

③ Candidates with knowledge and experience related to other management responsibilities

- Experience in launching new businesses, marketing, and business development
- Experience developing junior/member-level staff

■Senior Consultant

- 3–5+ years of experience in HR system implementation consulting
- Experience being involved in the full cycle, from requirements definition through post-go-live support
- Ability to independently plan and execute work in one or more of the following areas: HR, time and attendance, payroll, or talent management
- Experience leading and managing a team of two or more members
- Ability to deliver fact-based presentations

■Consultant

- Approximately 2–3 years of experience in HR system implementation consulting or operations/maintenance
- Experience in high-level design, detailed design, configuration/parameter settings, program development, and testing
- Experience in one or more of the following areas: HR, time and attendance, payroll, or talent management

Company Description