SPECIALIZED GROUP Understanding People

Senior Talent Acquisition Manager / 採用マネージャー

4 days WFH | Global environment

Job Information

Recruiter
Specialized Group

Job ID
1619405

Industry
Other (IT, Internet, Gaming)

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
Negotiable, based on experience

Refreshed
November 10th, 2026 02:00

General Requirements

Minimum Experience Level
Over 3 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

Senior Talent Acquisition Manager | Recruitment Leadership - Hybrid, 4 days WFH

Overview

Our client is seeking a Senior Talent Acquisition to lead recruitment efforts across multiple functions and business units within their cloud infrastructure team. This role offers the opportunity to develop and execute strategic hiring plans, partner with business leaders, and influence talent acquisition processes in a global, collaborative environment. The position includes the benefit of working from home four days a week, providing flexibility alongside a central Tokyo office location.

Key Responsibilities:

- Lead end-to-end recruitment across multiple functions and levels
- Develop and execute strategic hiring plans with business leaders
- Source talent via direct sourcing, referrals, social media, and agencies
- Manage relationships with external recruitment agencies and suppliers
- Provide market intelligence and compensation insights to stakeholders
- Use recruitment metrics and data analytics to improve hiring effectiveness
- Serve as trusted talent acquisition advisor to internal stakeholders
- Build and maintain strong talent pipelines for future hiring needs
- Coach and mentor recruitment team members to enhance performance
- Operate effectively within complex matrix and fast-paced environments

Requirements:

- 5+ years progressive recruitment experience in agency or in-house
- Native-level Japanese proficiency and business-level English proficiency
- In-depth knowledge of Japanese recruitment market and employment laws
- Experience managing full recruitment lifecycle across multiple functions
- Strong stakeholder management and influencing skills
- Familiarity with ATS, Microsoft applications, and AI recruitment tools
- Bachelor's degree or higher
- Experience developing and executing strategic hiring plans
- Ability to analyze recruitment metrics and implement data-driven improvements
- Proven skills in sourcing talent via social media, referrals, and agencies
- Knowledge of labor market trends and compensation benchmarking
- Experience coaching and mentoring recruitment team members
- Ability to operate effectively in complex matrix organizations
- Experience managing external recruitment agencies and supplier relationships

Benefits:

- Work from home 4 days per week

Company Description