

【800 ~ 1200万円】Manager HR Business Partner 人事責任者

セラニーズ株式会社での募集です。 採用のご経験のある方は歓迎です。

Job Information

Recruiter
JAC Recruitment Co., Ltd.

Hiring Company
セラニーズ株式会社

Job ID
1624407

Industry
Chemical, Raw Materials

Company Type
International Company

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
8 million yen ~ 12 million yen

Work Hours
09:00 ~ 17:30

Holidays
【有給休暇】有給休暇は入社時から付与されます 入社月によって3 ~ 10日 入社7ヶ月目には最低10日以上 【休日】完全週休二日制…

Refreshed
November 26th, 2026 16:08

General Requirements

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Native Level

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

【求人No NJB2428699】
Key Responsibilities
・Partner with business functional and site leaders across Japan to translate business priorities into effective people and organizational strategies.
・Provide strategic HR guidance on organizational effectiveness workforce planning talent management and leadership development.

・Lead talent reviews succession planning and development initiatives to strengthen leadership pipelines and critical organizational capabilities.
・Support workforce planning and talent strategies including early career talent development and future capability requirements.
・Advise leaders on performance management employee engagement organizational effectiveness and change management.
・Support organizational transformation initiatives ensuring effective change implementation and stakeholder alignment.
・Provide guidance on employee relations and HR matters ensuring alignment with Japanese employment practices company policies and applicable regulations.
・Collaborate with regional and global HR teams and Centers of Expertise to implement HR programs and initiatives effectively.
・Leverage workforce data and people insights to identify organizational risks talent gaps and opportunities for improvement.
・Build strong relationships with stakeholders across Japan and the broader global organization facilitating effective cross cultural collaboration.
・Drive consistent HR practices while balancing local business requirements with regional and global organizational priorities.
・Act as a trusted advisor to leadership providing practical solutions and constructive challenge to support informed business decisions.

HR Operations Employee Lifecycle
・Serve as the primary HR point of contact for Japan independently managing a broad range of HR activities while partnering closely with regional ・and global HR teams.
Manage the full employee lifecycle in Japan including onboarding offboarding and HR administration processes.
・Oversee payroll benefits and HR operations through close collaboration with outsourced vendors Shared Services teams and external partners.
・Ensure compliance with Japanese labor laws and regulations maintaining employment policies procedures and documentation.
・Provide guidance to managers and employees on workplace issues employment policies and HR related matters.
・Support recruitment activities in partnership with regional Talent Acquisition teams including interviewing candidate assessment and offer management.

Required Skills

Qualifications
Education Experience
・ Bachelor's degree in Human Resources Business Administration or a related field.
・ Minimum 8 years of progressive HR experience including substantial experience in an HR Business Partner role.
・ Prior experience working in a global or multinational organization is required preferably within a matrix environment.
・ Demonstrated experience in talent management succession planning workforce planning performance management and organizational development.
・ Strong understanding of Japanese employment practices labor regulations and business culture.
・ Experience supporting organizational transformation and change management initiatives.
・ Experience in manufacturing chemicals engineering or other complex industrial environments is preferred.

Language Cross Cultural Experience
・ Fluent Japanese and strong business level English communication skills are required.
・ Proven experience collaborating with regional and global stakeholders across different cultures and geographies.
・ Ability to communicate confidently and influence stakeholders in a multinational business environment.

Skills Competencies
・ Strong business acumen with the ability to connect HR strategies to business priorities.
・ Demonstrated ability to build trusted relationships with senior business leaders.
・ Strong influencing stakeholder management and problem solving skills.
・ Ability to operate effectively within a global matrix organization.
・ Strong analytical capabilities and ability to translate workforce insights into practical recommendations.
・ Ability to work independently exercise sound judgment and manage competing priorities.
・ Collaborative adaptable and comfortable navigating organizational complexity and change.
・ Strong execution capabilities with a pragmatic and results oriented approach.

Company Description

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