



C&B Specialist

募集職種

採用企業名

株式会社ITXジャパン

求人ID

1208893

部署名

HR

業種

小売

会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

外国人の割合

外国人 少数

雇用形態

正社員

勤務地

東京都 23区, 渋谷区

最寄駅

山手線、 恵比寿駅

給与

500万円 ~ 650万円

勤務時間

10 : 00 ~ 19 : 00 (休憩60分)

休日・休暇

完全週休2日制 (土・日)、祝日

更新日

2025年05月31日 00:00

応募必要条件

職務経験

1年以上

キャリアレベル

中途経験者レベル

英語レベル

日常会話レベル (英語使用比率: 25%程度)

日本語レベル

ビジネス会話レベル

スペイン語ができる方歓迎

最終学歴

大学卒 : 学士号

現在のビザ

日本での就労許可が必要です

募集要項

Main objective of the position are:

/ Understanding all parts of C&B : Payroll, benefits processing, tax and social insurance processing, compliance management and personal cost control by controlling internal/external HR system, and expertise in specific role such as payroll and system administration

/ Analyze and develop compensation strategy following global prospective direction: localize and implement them to team and Japan.

Job Role/Responsibilities:

/ Involve in all parts of C&B(payroll/benefits/rewards, social insurance, labor management, personal cost control) need at least basic knowledge for all roles

/ Team leading and management for the future and work closely with local, regional and global counterparts (Japanese/English).

/ Develop, localize and implement projects and associate and deal with internal department and global counterparts.

OTHER INFORMATION

-Commute expense up to 50,000 yen

-Social Insurance
employment insurance, health insurance, Long-term care insurance*from40 y.o/ welfare pension, industrial accident insurance

BENEFITS

-Employee discount (ZARA/ZARAHOME) * after probational period

-Paid holiday (16days on 1st year)
you can take max. 16days straight for your vacation twice a year by using your paid holiday, and ordinary holidays

-GLTD

-Language Learning Apps (Premium Plan)– Free registration

NOTICE

-Double work/ side business is not allowed

-Offering salary is negotiable based on experience.

スキル・資格

/ Bachelor's degree or above

/ 2+ years of working experience in mix of : payroll/benefits/rewards, social insurance, labor management

/ Digital / IT savvy, and experience of implementing new system from the scratch or localize the system for adaptation (project from HQ or take the new outsource system)

COMPETENCIES & SKILLS:

- Excellent negotiation and strong influencing skills in English and Japanese

- Digital savvy and PC skill especially excel skill, Flexibility and prefer to fast paced working

- Decisive, Critical and Should-Be thinking and problem solver

- Flexible and adaptable, good interpersonal skills

- High capability in data accuracy under the law

- Must have excellent verbal and writing/reading skills in both Japanese and English
 - Excellent dealing with time and risk management
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会社説明

ITX JAPAN is a member of Inditex group which is one of the world's largest fashion retailers, with eight brands selling in 216 markets through its online platform or its 6,829 stores in 96 markets.

We operate 2 brands (ZARA / ZARA HOME) 78 stores in Japan.

Over the years, Zara has remained faithful to its core values, expressed simply in the same four key words that define all our stores and online platforms: **beauty**, **clarity**, **functionality** and **sustainability**.

More info from <http://www.inditex.com/>