



Retail Auditor / Local Legal Operation

スイスの人気時計ブランド Swatch

募集職種

採用企業名

スウォッチ グループ ジャパン株式会社

求人ID

1457318

部署名

Finance Controlling

業種

アパレル・ファッション

雇用形態

正社員

勤務地

東京都 23区, 中央区

最寄駅

銀座線、 銀座駅

給与

経験考慮の上、応相談 ~ 850万円

更新日

2026年05月27日 06:00

応募必要条件

職務経験

6年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ネイティブ

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

◆ Key Tasks

Mainly to own controlling Senior Staff in charge of following tasks

- Internal Control / Process intervention (incl. Internal Store Auditing)
- Training conduction to BTQ staff members in Group Store Operation / Regulations
- Guidance to BTQ staff members in change of legal requirement / operation (e.g. restriction of deal with Russian per Ministry of Foreign Affairs of Japan / Legal update on Duty Free operations)

In addition, to own local legal operation

- As bridge HQ Legal department / External corporate lawyers & local brand teams in business need.

(e.g. trade contract / vendor & agency contract / responding to consumer & end user questions.)

- Review & Maintain local legal documents

◆ **Contract / Salary**

【Contract】 Full Time Employee * (probation period 3 months)

*during probation period, equal condition to Full Time Employment

【Salary】 ~ 8.5M M JPY (divided by 12 for a monthly)

【Commutation】 every 6 months commutation fee

(for the path company recognize as reasonable)

【Working hour per day】 7.5 hrs./day (9:30-18:00)

【Break】 60 min (12:30 - 13:30)

【Holiday/Vacation】

• 2days off every week (Sat/Sun & Holidays)

• Paid Vacation*max 15days & special leaves for wedding / funerals (max 20 days / year)

• Summer Vacation 3days (Jun ~ Sep)

• Year End vacation

◆ **Benefit / Training**

• Social Insurance / Pension (Health Insurance、 Pension、 Employee Insurance)

• Income insurance (GLTD)、 International Travel Insurance (in Business Trip case)

• Hospital support 7,000 JPY/day (Max. 90 days)

• Training (support for language、 e-learning、 certification)

• Staff Sales program

スキル・資格

◆ **Skill / Experience**

- 5+ Yrs. Experience of Corporate Legal

(Ideally, experienced business operation for B-to-C business / dealing with contracts for external agencies & vendors. Moreover, experience in contracts for rent & real estate is counted as A+)

- General Understanding in Corporate Legal

- English (Business Level)

- PC skill (Microsoft applications at min.)

- Ideally experience in Internal Control

◆ **Selection**

Interviews x2 ~ x3 + Web Test

会社説明