

# BURBERRY

## Talent Acquisition Manager

### 募集職種

#### 採用企業名

バーバリー・ジャパン株式会社

#### 求人ID

1529056

#### 業種

アパレル・ファッション

#### 会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

#### 雇用形態

正社員

#### 勤務地

東京都 23区, 中央区

#### 給与

600万円 ~ 900万円

#### ボーナス

固定給+ボーナス

#### 勤務時間

9:30~18:00 (フレックス制度あり)

#### 更新日

2025年08月05日 01:00

### 応募必要条件

#### 職務経験

10年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

流暢 (英語使用比率: 50%程度)

#### 日本語レベル

流暢

#### 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

#### JOB PURPOSE

- To effectively manage and lead the recruitment for office and retail functions at Burberry
- To own the end-to-end Recruitment activities from Sourcing, Screening, Interview to Offer
- To play a KEY role in managing stakeholder relationships across the functions, and be strategically influencing involved parties aligned to the business purpose.
- The role may take ownership of and solve more complex and / or technical problems and issues within own specialty to ensure customer satisfaction and business improvement

**RESPONSIBILITIES****Core Duties**

- Execute resourcing plans for both office and retail functions and wider business using cost-effective, innovative recruitment solutions
- Collaborate with stakeholders to develop recruitment strategies
- Maintain high customer satisfaction by ensuring accurate processing and meeting service levels
- Generate monthly Applicant Tracking System reports and ensure team meets KPIs (if there is any)
- Manage relationships with external suppliers and recruitment agencies
- Develop succession and resourcing plans for critical roles with HRBP(s)
- Support TA Resourcing Corporate on strategy projects
- Provide process approvals and ensure compliance with requisition procedures
- Independently manage risk assessment and resolution for recruitment processes
- Build and maintain candidate relationships throughout hiring and onboarding
- Conduct reference checking if required

**Leadership Responsibilities**

- Represent company brand to attract top talent
- Manage and develop TA Specialists & Coordinators to ensure team effectiveness
- Identify key performers with the regional HRBP(s)
- Participate in relevant internal and external events
- Identify process improvements and stay current on market trends
- Collaborate across HR functions to address root causes and improve procedures within the hiring process.

---

**スキル・資格****PERSONAL PROFILE**

- Degree required, fluent in English and Japanese are expected
- 7+ years recruitment experience in internal function
- Understanding of recruitment processes and standards
- Retail background is a plus, not a MUST.
- Proven team management experience
- International work capability
- Independent, flexible and be able to influence the stakeholders

---

**会社説明**