

MichaelPage

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Confidential Operation HR Data Management Role**HR Operation****募集職種****人材紹介会社**

マイケル・ページ・インターナショナル・ジャパン株式会社

求人ID

1555125

業種

医療機器

会社の種類

中小企業 (従業員300名以下)

雇用形態

正社員

勤務地

東京都 23区

給与

700万円 ~ 800万円

ボーナス

給与： ボーナス込み

歩合給

給与： 歩合給込み

更新日

2025年08月14日 14:53

応募必要条件**職務経験**

1年以上

キャリアレベル

新卒・未経験者レベル

英語レベル

日常会話レベル

日本語レベル

ビジネス会話レベル

最終学歴

大学卒： 学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

This Confidential Operation HR Data Management role is a fantastic opportunity within the healthcare industry to manage HR data systems and support organizational efficiency. The position requires a strong understanding of HR processes and data management to ensure accuracy and compliance.

Client Details

This is a permanent role with a small-sized healthcare organization that focuses on delivering innovative solutions to improve lives. The company is committed to operational excellence and fostering a professional work environment.

Description

- Manage and maintain HR data systems to ensure accuracy and compliance with internal policies.
- Support the HR department by generating reports and analyzing workforce data.
- Collaborate with internal teams to improve data workflows and processes.

Job Offer

- Competitive salary range of approximately JPY 6300000 to JPY 7700000 annually.
- Generous 13% performance-based bonus.
- Permanent position within the healthcare industry offering long-term career prospects.
- Opportunity to work in a professional and supportive environment.
- Engage in impactful work that supports organizational success through HR data management.

If you are ready to take the next step in your career, apply now to join a professional team dedicated to excellence in human resources and data management.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Momo Liu on +81 3 6832 8692.

スキル・資格

- Knowledge of HR systems and data workflows.
- Familiarity with data protection regulations and compliance requirements.
- Strong analytical skills and attention to detail for data accuracy.

会社説明

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