



HR Manager

募集職種

人材紹介会社

Scouta株式会社

採用企業名

A premium luxury Hotel in Niseko

求人ID

1575072

部署名

Operations

業種

ホテル

会社の種類

中小企業 (従業員300名以下) - 外資系企業

雇用形態

正社員

勤務地

北海道, 虻田郡ニセコ町

給与

600万円 ~ 700万円

ボーナス

固定給+ボーナス

更新日

2026年05月06日 01:00

応募必要条件

職務経験

3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

日本語レベル

ビジネス会話レベル

最終学歴

短大卒 : 準学士号

現在のビザ

日本での就労許可が必要です

募集要項

JOB SUMMARY:

The HR Manager directs and works with Human Resources and Operations employees to carry out the daily activities of the Human Resource Office including oversight of recruitment, total compensation, training and development, association/labor relations, and performance management. Additionally, the HR Manager focuses on delivering HR services that meet or exceed the needs of employees and enable business success; as well as ensures compliance with all applicable laws,

regulations and operating procedures.

CORE WORK ACTIVITIES:

Leading and Monitoring Recruitment and Hiring Activity

Administering and Providing Education Related to Employee Benefits

Managing Employee Development

Maintaining Employee Relations

Managing Legal and Compliance Practices

MANAGEMENT COMPETENCIES: Leadership, Managing Execution, Building Relationships, Generating Talent and Organizational Capability Learning and Applying Professional Expertise

スキル・資格

Education and Experience

• High school diploma or GED; 5 years' experience in the human resources, management operations, or related professional area.

OR

• 2-year degree from an accredited university in Human Resources, Business Administration, or related major; 2 years experience

in human resources, management operations, or related professional area.

Skills/Competencies

• **Basic Computer Skills** - Uses basic computer hardware and software (e.g., personal computers, word processing software,

Internet browsers, etc.).

• **Mathematical Reasoning** - Demonstrates ability to add, subtract, multiply, or divide quickly, correctly, and in a way that allows one to solve work-related issues.

• **Oral Comprehension** - Demonstrates ability to listen to and understand information and ideas presented through spoken words

and sentences.

• **Reading Comprehension** - Demonstrates understanding of written sentences and paragraphs in work-related documents.

• **Writing** - Communicates effectively in writing as appropriate for the needs of the audience.

Language skills

English and Japanese Business Level

会社説明