



HR Manager

募集職種

人材紹介会社

Cornerstone Recruitment Japan 株式会社

求人ID

1594551

業種

ホテル

雇用形態

正社員

勤務地

東京都 23区

給与

850万円 ~ 1000万円

更新日

2026年06月11日 07:00

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

ビジネス会話レベル (英語使用比率: 25%程度)

日本語レベル

流暢

最終学歴

専門学校卒

現在のビザ

日本での就労許可が必要です

募集要項

- Develop and implement HR strategies and initiatives aligned with the overall business strategy.
- Bridge management and employee relations by addressing demands, grievances, or other issues.
- Assist in managing the recruitment and selection process.
- Support current and future business needs through the development, engagement, motivation, and retention of team members.
- Develop and maintain overall HR strategies, systems, and procedures across the business.
- Nurture a positive and inclusive working environment.
- Oversee and manage a performance appraisal system that drives high performance.
- Ensure legal compliance throughout HR management.

スキル・資格

- A relevant qualification in a field of study related to hospitality, HR or Business Administration.
- 2–3 years of human resources supervisory or leadership experience, ideally within a hotel or hospitality environment.
- Strong ability to effectively listen and communicate, creating a warm and helpful environment for all team members.
- Demonstrated ability to support and establish new, effective systems to meet the needs of the HR department.
- Excellent verbal and written communication skills.
- Ability to build strong relationships with internal and external stakeholders.
- Familiarity with software programs, data analysis and report formatting, recruitment systems, and payroll systems.

会社説明