HR Manager

募集職種

人材紹介会社
Cornerstone Recruitment Japan 株式会社

求人ID
1609112

業種
日用品・化粧品

雇用形態
正社員

勤務地
東京都 23区

給与
1000万円 ~ 1400万円

ボーナス
固定給+ボーナス

更新日
2026年10月30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

日本語レベル
ネイティブレベル

最終学歴
高等学校卒

現在のビザ
日本での就労許可が必要です

募集要項

- **Talent & Capability Development:** Lead initiatives that strengthen employee and manager capabilities, with a focus on learning, leadership development, and organizational change.
- **Talent Acquisition & Employer Branding:** Develop effective approaches to attract and retain high-quality talent and strengthen the organization's position as an employer of choice.
- **HR Operations & Employee Experience:** Oversee core HR processes and systems while identifying opportunities to improve efficiency, employee support, and the overall workplace experience.
- **Employee Relations & Manager Support:** Advise managers and employees on workplace matters, including performance, conflict resolution, employee engagement, and sensitive employee relations issues. Support fair, timely resolution of workplace concerns and ensure appropriate compliance.
- **Wellbeing, Inclusion & Culture:** Drive initiatives that promote employee wellbeing, inclusion, engagement, and a

positive workplace culture, while supporting broader community and organizational initiatives.

スキル・資格

- Bachelor’s degree in HR, business, or a comparable discipline is preferred.
- At least 4 years of professional HR experience, ideally with exposure to talent and organizational development.
- A minimum of 2 years’ experience leading, managing, or developing teams.
- Solid understanding of applicable employment legislation, workplace policies, and HR compliance requirements.
- Demonstrated ability to advise and support managers, including experience addressing employee relations and workplace matters.
- Strong communication, relationship-building, judgment, and problem-solving capabilities.
- Comfortable working with HR systems, digital tools, and technology-enabled people processes.

会社説明