IT Operations Analyst/Application Project Coordinator (PMO)

Global Japanese Vehicle Company

募集職種

人材紹介会社
スキルハウス・スタッフィング・ソリューションズ 株式会社

求人ID
1623502

業種
自動車・自動車部品

会社の種類
大手企業 (300名を超える従業員数) - 外資系企業

外国人の割合
外国人 半数

雇用形態
正社員

勤務地
神奈川県, 川崎市川崎区

給与
500万円 ~ 750万円

勤務時間
9:00-18:00, Monday-Friday

休日・休暇
Saturday, Sunday, and National Holidays, etc

更新日
2026年11月17日 13:27

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
流暢レベル

日本語レベル
基礎会話レベル

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

A Global Automotive manufacturer is seeking looking for a **Junior IT Operations Analyst/Application Project Coordinator** to support their Smart Factory applications and bridge project coordination across the on-site team in Japan, and off-shore

vendors in Singapore & India. For those coming from IoT, Automotive, Manufacturing/Electrical, Smart Factory type of background who have the ability to clearly understand application support, testing, issue escalation, as well as assist in tracking project progress physically from their on-site operations in Kawasaki, this is an opportunity to quickly learn and gain invaluable experience in an innovative smart space with multiple application projects and global stakeholders.

Responsibilities:
- Manage and coordinate application development projects and digital service enhancements
- Gather business requirements from internal stakeholders and translate them into technical specifications. Support continuous improvement of existing digital platforms, applications and business processes
- Coordinate with internal development teams, external vendors and contractors throughout the development lifecycle
- Create and manage project schedules, monitor progress and ensure delivery milestones are achieved. Facilitate project meetings, track action items and communicate progress to relevant stakeholders
- Support the planning, development, testing and implementation of new applications and system enhancements. Identify project risks, issues and dependencies, coordinating resolutions where necessary
- Coordinate UAT (User Acceptance Testing), manage feedback and ensure issues are addressed before release
- Physically patrol the plant factory floor and collect predictive data for their 3D modelling

Why should you apply:
- Own meaningful HR technology initiatives at a major global commercial vehicle manufacturer
- Help shape the future HR systems and operating model across the Group
- Work alongside HR, global IT teams, and specialized technology partners on modernization, integration, and AI opportunities

Company Details:
A global automotive manufacturer with a strong presence in Japan and international markets. The company is advancing digital transformation across customer-facing systems, including CRM, Marketing, Sales, Customer Service, and Customer Experience.

Working Hours: 8:00–17:00 / 9:00–18:00, flexible working hours with no core time
Working Style: On-site
Holidays: Annual holiday: 121 days. Saturdays, Sundays, and national holidays based on company calendar, Paid holidays, Congratulatory and Condolence leave, Maternity leave, Nursing care leave, etc.
Services/Benefits: Commuting allowance, Mobile Work, Overtime allowance, Child allowance, Housing allowance, DC pension, etc.

スキル・資格

- Roughly 3-6 years of PMO/Bridge/Project Coordination and Support experience (ideally from application IT and the implementation of new digital services)
- Experience supporting business applications and coordinating incident and service request management, application testing, issue escalation, and the full SDLC – and have the ability to track & coordinate each stage with the engineering team, as well as clearly explain the status in Japan to off-shore teams
- Experience in coordination and negotiation with stakeholders and vendors
- Experience in project scheduling and progress management
- Understanding of application development, system integration and automation data flows
- Experience collaborating with development engineers and external contractors
- Willing to physically patrol the plant factory floor and collect predictive data for their 3D modelling
- Knowledge of how RCA (Root Cause Analysis) works in relation to software issues, UAT (User Acceptance Testing), Functional, Integration Testing works. Basic understanding of a programming language such as Python, Java, C# and SQL

会社説明