

## Job Detail

Manager Level

Position Title	[Human Resources] Employee Relations
Recruiter Company	Career Resource Co., Ltd.
Company Name	Company name is private
Activated / Updated	2024-04-16 / 2024-04-16
Job Type	General Affairs/HR/Legal - HR ( Institution-building ) General Affairs/HR/Legal - Trainer (Education/Training) General Affairs/HR/Legal - Other
Industry	Pharmaceuticals
Location	Asia Japan Hyogo
Job Description	<p>* Improving the workplace environment</p> <ul style="list-style-type: none"> <li>• In order to comply with laws and regulations and provide a comfortable working environment, personnel regulations, attendance and Plan and manage leave and short-time work systems (personal injury/illness, childcare, nursing care), etc.</li> </ul> <p>*Consultation regarding workplace environment</p> <ul style="list-style-type: none"> <li>• After understanding the situation, provide HR consultation and coaching to managers and employees,</li> </ul> <p>Building smooth interpersonal relationships and team member relationships between employees and within the organization to support.</p> <p>*Support for performance improvement</p> <ul style="list-style-type: none"> <li>• Provide personnel consultation to superiors who are working to improve the performance of their subordinates,</li> </ul> <p>Support solutions for improvement.</p>
Company Info	<p>Clinical development, manufacturing, and sales of pharmaceuticals</p> <p>[Countermeasures against passive smoking] No smoking indoors</p>
Working Hours	<p>8:45-17:30</p> <p>[Flex available]</p> <p>Between 5:00 and 22:00 (minimum working hours per day: 4 hours)</p>
Qualifications	<p>*Person who has experience in any of the following</p> <ul style="list-style-type: none"> <li>• People with 5 or more years of HR experience at a global company</li> <li>• Three years or more of experience as an HR-related consultant</li> </ul> <p>*English: Business level</p> <p>*Ability to process large amounts of data and visualize data using MS Excel.</p> <p>*Ability to utilize core human resources systems such as Workday and Tokiwagi.</p> <p>*Law majors welcome</p>
English Level	Business Conversation Level (TOEIC 735-860)
Japanese Level	Native Level
Salary	JPY - Japanese Yen JPY 8000K - JPY 11000K
Salary Description	<p>Social Insurance</p> <p>Commuting/ Transportation Allowance</p>
Holiday Description	<p>Five-Day Workweek</p> <p>Winter Holidays</p> <p>Paid Holidays</p> <p>Congratulatory or Condolence Leave</p> <p>Child-care Leave</p>
Job Contract Period	full-time employee

Nearest Station	3 minutes walk from JR Sannomiya Station, Hanshin/Hankyu Sannomiya Station
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