

## Job Detail

Staff Level

Position Title	Bilingual Project Manager – Global E-Commerce プロジェクトマネージャー・グローバルEコマース会社
Company Name	Ahead Group
Activated / Updated	2024-03-21 / 2024-03-29
Job Type	IT (PC, Web, Unix) - Project Manager IT (Other) - Project Manager
Industry	IT Consulting
Location	Asia Japan Tokyo
Job Description	<p>Position Overview: We're looking for an experienced Project Manager to join our team, responsible for coordinating and supporting IT projects. The ideal candidate will have a proven track record in project management, excellent communication skills, and a passion for driving projects to completion while building positive stakeholder relationships.</p> <p>Responsibilities: -Managing budgets -Creating schedules -Documenting processes -Managing stakeholders through coordination and negotiation -Ensuring adherence to proper processes -Reporting progress to team members, stakeholders, and managers -Facilitating meetings related to the project</p> <p>Required Skills: Project Management expertise</p> <p>Desired Skills: -Exceptional flexibility -Ability to thrive in a diverse team environment -A mindset to respect established norms while adapting to rapid changes -Strong team collaboration skills -Natural grasp of business protocols</p> <p>責任: -予算管理 -スケジュールの作成 -プロセスの文書化 -調整と交渉によるステークホルダーの管理 -適切なプロセスの順守 -チームメンバー、ステークホルダー、マネージャーへの進捗報告 -プロジェクトに関連するミーティングの進行</p> <p>必要なスキル : プロジェクトマネジメントの専門知識</p> <p>望ましいスキル: -卓越した柔軟性 -多様なチーム環境で活躍できる能力 -確立された規範を尊重しつつ、急激な変化にも対応できるマインドセット -チームコラボレーション能力 -ビジネスプロトコルの自然な把握</p>
Company Info	Global E-Commerce Company グローバルEコマース会社
Working Hours	9:00-17:20
English Level	Business Conversation Level (TOEIC 735-860)
Japanese Level	Business Level(JLPT Level 2 or N2)
Salary	JPY - Japanese Yen JPY 8000K - JPY 11000K

Salary Description	Social Insurance Commuting/ Transportation Allowance 社会保険完備 交通費全給
Holiday Description	Five-Day Workweek Paid Holidays Sick Leave 完全週休2日制（土・日・祝祭日） 有給休暇 傷病休暇
Nearest Station	Shinagawa Station 品川駅

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