



Job Opening: Senior Recruitment Consultant - Japan

Job Title: Consultant (negotiable depending on skills and experience)

Location: Japan

Compensation: Competitive commission based system

Responsibilities:

As a recruitment consultant with The Refined Group, your key responsibilities are:

- Maintain a solid and diverse portfolio of clients in your respective industry
- Build trust with clients and candidates alike by offering honest advice, understanding needs and expectations, and staying up-to-date on trends in the specific industry in which you are focused
- Understand the key requirements for your client job openings, and identify and introduce on-spec and qualified candidates

Required qualifications:

- Bachelor's Degree or higher
- 3-5 years of previous recruitment experience in the Japan market with a proven track record of success
- Business level English, both verbal and written
- Computer skills: able to use Microsoft Office programs (Excel, Outlook, Word, etc.) and accurately complete basic data entry
- Capable of working with a high level of autonomy
- Strong presentation, communication and negotiation skills
- Customer focused mindset; able to build trust with both clients and candidates
- Able to provide a minimum of two references, preferably from current or previous clients

Desired qualifications:

- Business level communication skills in any major foreign language
- Existing professional relationships and networks with clients and/or candidates alike

About working with The Refined Group:

We at The Refined Group are striving to build one of the most successful consulting firms in Asia through two methods: 1) Exceptionally high customer satisfaction, and 2) Exceptionally high employee satisfaction.

We recognize that satisfied employees are productive employees, and as such, we offer our staff:

- High levels of autonomy in their work (We have no interest in micromanaging or setting unnecessary metrics, and we believe that our employees will be more likely to excel when given the freedom to manage their own projects.)
- Back office support for candidate generation and business development (You will not need to be cold calling all day)
- Flexible working hours and holidays
- The option to telecommute
- One of the most attractive commission systems in the industry

If you are a successful recruitment consultant who feels undervalued by your current firm, please contact us; we would be very happy to hear from you.

To apply for this position, please send a cover letter and a copy of your resume to careers@refined-group.com.