

# Seiya Yoshioka

**Birth date:** 11/3/1996  
**Languages:** Japanese – native, English – fluent  
**Nationality:** Japanese  
**Resides:** Harmony-residence Tsukishima. 201  
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## **Education:**

Apr 2014 – Mar 2018

Nihon University

Bachelor of Letters, Department of English and American Literature

## **Qualifications:**

- TOEIC 840 (2017)
- IELTS 6.0 (2016)

## **Technical Skills:**

- MS Word, Excel (Basic)

## **Summary:**

- HR experience covering recruiting, organizational development, employee relation, and compensation and benefits.
- Took a leading role in HR procedures and policy implementation of the business and organization transformation including, performance management, development and communication.

## **Career History:**

Apr 2018 – Present

### **Landscape Co., Ltd., Tokyo, Japan**

*Company Description, 230 employees in Japan. IT marketing company with the database*

### **Human Resource Development**

#### **Chief Officer**

- Responsible for experienced and hiring
- Implemented total HR systems, which were Management by Objective system, evaluation system, promotion system
- In Charge of planned and proposed hiring of new graduates
- Managed three staffs Human Resources team
- Developed and provided effective training programs for a new employee
- Assist hiring managers in recruiting process
- Support job & position evaluation process
- Reported to the CEO about recruitment, training problem, and evaluation system
- Achieved promoted Chief Officer in two years from joined the company that is the fastest promotion in the company history