

COMPANY PROFILE

HR Business Management SR Corporation (HRBM) is an expert on HR management consulting for foreign companies doing business in Japan.

HRBM is capable of providing documents relating to payroll in English and communicating with non-Japanese employees. Furthermore, HRBM can prepare work rules, etc. in English and advise HR staff at the headquarters concerning the Japanese labor customary practice and labor laws.

Most of the management staff of HRBM are from KPMG, law firm and payroll outsourcing companies. Accordingly we are well informed of issues and needs of foreign companies relating to payroll calculations and HR management. HRBM is committed to providing solutions and timely advice to address client's issues.

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Company History : 2008.4 Founded Hirasawa Office at Gotanda, Shinagawa-ku, Tokyo
 2009.8 Relocated to Shiba-Daimon, Minato-ku, Tokyo due to expansion of business
 2013.4 Founded HRBM K.K. due to expansion of scope of business
 2014.9 Relocated to Shiba-Koen, Minato-ku, Tokyo due to increase in number of staff
 2015.4 Established HR Business Management SR Corporation
 2020.4 Established Yokohama Office

Number of employees : 37 (including 5 Certified Social Insurance & Labor Attorneys)

Representative Director: Teizo Hirasawa (Certified Social Insurance & Labor Attorney)

Service offered : Payroll / Social Insurance / HR consulting / Other administrative and consultation service

Number of clients : 300 (Euro : 31% / Asia : 50% / South & North America : 19%)

Tokyo Office : ST Bldg. ,1-2-4 Shiba-Koen, Minato-ku, Tokyo

TEL : 03-5402-8491 Fax : 03-5402-8494

Yokohama Office : 3E Prime Maison Yokohama Nihon-odori 1-4 Honcho, Naka-ku, Yokohama, Kanagawa

TEL : 045-263-8561 Fax : 045-263-8562

URL : <https://hilco.jp-hrpayroll.com/>



Teizo Hirasawa

(Representative Director)

Certified Social Insurance and Labor Attorney
 BA in Business Administration of Yokohama City University in Japan

His early career was with one of the Big 4 firm, notably KPMG. He was the head of HR service group of KPMG, and had spend 16 years engaging in all accounting payroll functions, for instance, corporate/individual tax return and HR related advices and services especially for payroll and social security systems. He also had developed various tailor-made payroll services, and engaged in 200 or more client companies.

OUTLINE OF OUR SERVICES

HR Business Management SR Corporation (HRBM) provides a wide range of valued-added services relating to HR Management, General Affairs, Accounting for companies.

1) Payroll Calculation



Preparation of a summary for payroll schedule, pay slip, etc. both in English & Japanese

2) Social Insurance



Providing consultation on labor and social insurance procedures in Japan and filing service

3) Consultation



Advising on labor matters (Dismissal, Administrative Leave, Reinstatement, etc.)

4) Work Rules



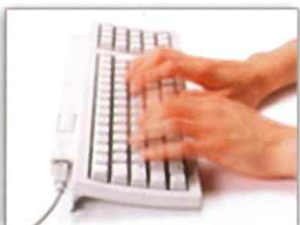
Preparation/review of work rules and office regulations, and employment contract

5) Expatriate



Advising on payroll calculations, salary paid in kind for expats

6) Payment Agency



Carrying out payments of salary, tax, or expenses reimbursement on behalf of you

7) On-site Service



Our staff directly provides services at the company site

8) Public Subsidy



Supporting application for public subsidy under the control of the Ministry of Health, Labor and Welfare

9) Approval for Temp. Staff Business



Applying for approval of General and Special Worker Dispatching Undertaking as a agent

10) Company Registration



Advising on setting up business and supporting company registrations

11) Accounting & Tax



Supporting to prepare monthly and annual financial reports and tax returns as a agent

12) Visa Application



Supporting application for visa and status of residence as a agent