

ジュニア・マネージャー - Junior Manager (Tokyo branch of multinational company)

<u>仕事ID:</u>	39571
<u>職種タイトル:</u>	ジュニア・マネージャー - Junior Manager (Tokyo branch of multinational company)
<u>企業名:</u>	Servcorp Japan K.K.
<u>仕事の形態:</u>	正社員
<u>部署名:</u>	GM
<u>勤務地:</u>	Tokyo, 東京都
<u>給与:</u>	600 荳 - 750 荳 固定給+ボーナス
<u>勤務時間:</u>	08:30 - 18:00, week days only
<u>休日・休暇:</u>	Annual leave, Seasonal leave, sick leave
<u>最終更新日:</u>	2008年09月02日
<u>職務経験:</u>	1年以上
<u>英語レベル:</u>	流暢
<u>日本語レベル:</u>	流暢
<u>最終学歴:</u>	大学卒：学士号
<u>現在のビザ:</u>	日本での就労許可：有
<u>スキル・資格:</u>	Main required skills: *Business level or Fluency in English and Japanese (Expats with fluency in Japanese are welcome to apply). *University Degree *Good knowledge of MS Office Personality traits: *Enthusiasm and positive attitude *Great communications skills *Team player *Proactive and commercial awareness

募集要項: Servcorp - a Japanese success story. We are a leader in IT and Office solutions that employs an all-lady management team across Japan and the world.

Do you have secretarial skills?
Are you looking for a job with more excitement?
There is now a position available as Junior Manager within our all-lady management team in Japan.

A Manager in Servcorp has an exciting job. You will be trained as a manager in Tokyo with a small team of 4-6 support team members.
You will be working in a modern international office with the latest computers and IT solutions with a full back up team.

You feel comfortable in a 5 star corporate environment, you are service minded and

you are fluent in English and Japanese ...then this may be the job of your life.

Advantages:

*Starting salary not below 6.0M ¥ per year, reviewed within 3 months.

*Full training provided PLUS 2 week Training course in Sydney *International travel

*Top city environment

If you are interested in joining our all female management team, please send your resume and photo to the attention of Olga Vlietstra. For more info on Servcorp: www.servcorp.net

会社紹介:

SERVCORP World ' s Finest Serviced Office Provider

サーブコープは75拠点、世界14カ国で世界最高水準のサービスオフィスを提供しています。

日本のマーケットリーダーとしての成功と発展に伴い、優れた人材を募集いたします。

30年間以上にわたり、国際的企業へ5つ星レベルのハイクラスなビジネスと即時アクセス可能な設備環境を提供し続けています。

一等地のビジネス街で、家具つきオフィスと最新鋭のITコミュニケーション環境、語学堪能なサポートチームが、お客様のビジネスを成功へと導きます。

詳しくは弊社ホームページをご覧ください。 www.servcorp.net