



PR/117318 | Japanese Interpreter (N2+)

Job Information

Recruiter[JAC Recruitment Thailand](#)**Job ID**

1542515

Industry

Restaurant, Food Service

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

May 27th, 2025 10:55

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Key Responsibilities:

- Provide interpretation support for the Managing Director during meetings, visits, and other interactions, ensuring clear communication between Japanese and Thai speakers.
- Translate various documents from Japanese to Thai and vice versa, maintaining accuracy and cultural relevance.
- Assist in preparing for meetings by translating agendas, minutes, and other relevant materials, and support during the meetings as needed.
- Facilitate communication for Japanese visitors, ensuring they understand and are understood during their stay.
- Offer multiple support services, including administrative tasks, to ensure smooth operations and effective communication within the organization.

Qualifications:

- Bachelor's degree in Japanese or a related field is preferred.
- Fluent in Japanese with JLPT N2 or above, as well as English and Thai, both written and spoken.
- Previous experience in interpretation and translation, preferably in a business setting.
- Excellent verbal and written communication skills, with the ability to convey complex information clearly.
- Strong understanding of Japanese and Thai cultures to ensure accurate and culturally sensitive translations.
- Ability to handle multiple tasks and adapt to changing priorities in a fast-paced environment.

Welfare & Benefit

- Group insurance
- Yearly bonus
- Travel allowance
- Provident Fund
- Yealy outing
- Other allowances by the company policy.

Company Description