

**PR/117368 | Interpreter and Sales Support (Japanese-speaking, JLPT N2 or above)****Job Information****Recruiter**[JAC Recruitment Thailand](#)**Job ID**

1543428

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

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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

Position: Interpreter and Sales Support (Japanese-speaking, JLPT N2 or above)

Salary Budget: Up to 45,000 THB/Month

Working Hours: Monday to Friday (9:00 AM - 6:00 PM)

Note: Saturday work required once a month

Work Location: Bangkok

Job Description:

- Facilitate communication between Japanese and Thai staff, as well as with Thai customers, through interpretation.
- Translate various documents between Japanese and Thai, including brochures for exhibitions and internal materials.
- Handle administrative duties such as making hotel reservations for business travelers and liaising with banks.
- Gain in-depth knowledge of the company's products and address inquiries from existing customers, particularly in the automotive sector.
- Participate in social media marketing efforts for new business ventures.

- Support sales activities and customer service to enhance client satisfaction and business growth.

Qualifications:

- Proven experience in interpretation, translation, and support within a Japanese company.
- Strong familiarity with social media platforms and their use in marketing.
- Highly motivated and eager to take on new challenges and responsibilities.
- Proficiency in Japanese, with a JLPT N2 certification or higher.
- Excellent communication skills in English.
- Strong organizational skills and attention to detail.
- Ability to work collaboratively in a multicultural environment.

Benefits:

- Transportation allowance
- Meal allowance
- Perfect attendance bonus
- Annual bonus
- Annual leave

Company Description