



# PR/094538 | HR support

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID 1549299

Industry Audit, Tax Accounting

Job Type Permanent Full-time

Location Vietnam

Salary Negotiable, based on experience

Refreshed August 5th, 2025 16:00

**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

### Company and job overview

Our client is a consultant company.

## Job Responsibilities

- Support visa and work permit application procedures for Japanese employees.
- Assist with tasks in the department.
- · Support other related tasks and follow instructions from the Japanese manager.
- Job details will be discussed directly during the interview.

# **Job Requirements**

- Bachelor's degree in a relevant field.
- · Japanese proficiency (N2 level); English is a plus.
- Experience in work permit and visa support.
- At least 3 years of experience working in a Japanese company.

### #LI-JACVN

**Notice:** By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

**Company Description**