



PR/117515 | Sales Support (Japanese Speaking)

Job Information

Recruiter
[JAC Recruitment Thailand](#)
Job ID

1549350

Industry

Automobile and Parts

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 vacancy: Sales support (Japanese Speaking)

Salary total: 50,000 – 60,000

Responsibilities:

- Provide sales support in the field and deal with customers or projects contacting the company's sales department.
- Prepare quotations and support documents related to meetings.
- Support Japanese customers and coordinate with related departments.
- Manage document translation and meeting translation for the sales team and customers.

- Oversee and coordinate claim-related tasks.
- Travel to different provinces to support translation for the sales team outside the customer area

Requirements:

- Female age 28 – 35 years
- Good in Japanese (N2/N3).
- Strong communication and coordination skills.
- Experience in sales support and customer service.
- Ability to manage translations and travel for work.
- Have driver license

Working day: Monday to Friday

Working Hours: 8:00am - 17:00pm

Welfare / benefits:

Free breakfast and lunch

12 days of annual leave

Group insurance (after probation period)

Family group insurance of 11,000 THB (after probation period)

Provident fund contribution of 5%

3 months bonus

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Company Description