

Internal IT staff

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Job Information

Recruiter

[Michael Page](#)

Job ID

1560213

Industry

Internet, Web Services

Job Type

Temporary

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

October 2nd, 2025 14:55

General Requirements

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

Provide technical support for IT service products by handling pre-purchase inquiries, managing service registration, and addressing irregular cases such as EOS and DoA. Additionally, analyze CRM and sales data, prepare performance reports, and ensure excellent communication with corporate clients via email and phone.

Client Details

The company is a leading global technology company known for innovation, cutting-edge solutions, and a collaborative culture. With offices worldwide and a diverse, international team, this organization offers an environment where your skills and ideas can make a real impact.

Description

- Technical Support & Client Assistance: Handle pre-purchase inquiries, product/service registration, and irregular cases (EOS, DoA) while ensuring excellent communication with corporate clients.
- Data Management & Reporting: Extract, analyze, and process CRM and sales data, preparing performance reports for internal stakeholders.
- Collaboration & Internal Support: Provide technical guidance and product information to internal sales teams to support smooth business operations.

Job Offer

- Join a dynamic, international tech environment where your skills and ideas truly make an impact.
- Work with cutting-edge IT products and services while collaborating with talented teams across the globe.
- Gain hands-on experience in technical support, data analysis, and corporate client management, providing a solid foundation for your career growth.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Anna Fuji on +81366276095.

Required Skills

- Experience with CRM/ERP systems (e.g., D365, SAP)
 - Strong data analysis and reporting skills
 - Experience supporting corporate clients (phone & email)
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Company Description

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