



**SUPPORT YOUR FIRST CAREER IN JAPAN**  
 Hotel front desk / English Teacher / Inexperience welcomed  
 Make a step towards your future career

## [Philippine Business] Web Editor / Hybrid Remote Work Exclusive job

**Z Holdings Group/Teletrabalho híbrido**

### Job Information

#### Recruiter

j Career Co.,Ltd.

#### Job ID

1560703

#### Industry

Internet, Web Services

#### Non-Japanese Ratio

Majority Japanese

#### Job Type

Contract

#### Location

Tokyo - 23 Wards, Chuo-ku

#### Train Description

Hibiya Line, Tsukiji Station

#### Salary

3 million yen ~ 4.5 million yen

#### Work Hours

10:00~19:00 (Break: 1 hour) \*Staggered work hours are available

#### Holidays

Sat, Sun, national holyday Summer&Winter vacation paid holid etc

#### Refreshed

October 6th, 2025 15:45

### General Requirements

#### Minimum Experience Level

Over 1 year

#### Career Level

Mid Career

#### Minimum English Level

None (Amount Used: English usage about 10%)

#### Minimum Japanese Level

Business Level

#### Other Language

Tagalog - Native

#### Minimum Education Level

Bachelor's Degree

#### Visa Status

Permission to work in Japan required

### Job Description

Our service, which has grown to attract over 30 million monthly users domestically, launched its overseas operations in 2017

Our service, which has grown to attract over 60 million monthly active users globally, launched its overseas operations in 2011 and currently operates in eight countries and regions.

We are now recruiting new team members to further expand our Philippine operations.

Our content editors handle more than just writing and editing; they are responsible for the entire process from planning and conceptualizing content to production management and data analysis.

This is an exciting position based in Japan where you can utilize Filipino to solve problems for local users.

#### Specific Responsibilities

- Designing proposals based on local needs research
- Managing content production progress
  - Recruiting and training external writers
  - Managing external writers and maintaining their motivation
- Quality checking and providing feedback on content created by external writers (Writing and editing in Filipino will be required as needed)
- Analyzing data for published content

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#### Required Skills

##### Application Requirements (Required)

- Native-level proficiency in Filipino
- Thorough understanding of Filipino culture and market
- Japanese language proficiency equivalent to JLPT N2 or higher
- Basic PC skills (primarily using Google Workspace, Slack, Chatwork)
- Possession of a valid Japanese work visa \*Overseas applicants cannot proceed with MWO procedures.

##### Qualifications (Preferred)

- Experience in writing/editing in Filipino
- Experience editing print media, blogs, or media articles
- Knowledge of web marketing/SEO
- Work experience at a web service/media operating company

##### Desired Candidate Profile

- Someone who empathizes with the challenges we tackle (the “Choice” domain) and is interested in solving them
- Someone who resonates with the company’s values and what the team holds dear
- Someone who can earn the trust of others and drive initiatives forward
- Someone who can tackle business expansion with a sense of urgency

- Someone who approaches problem-solving with a sense of ownership

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Company Description