



PR/086958 | Japanese Bilingual IT planning Consultant

Job Information

Recruiter

JAC Recruitment USA

Job ID

1561446

Industry

IT Consulting

Job Type

Permanent Full-time

Location

United States

Salary

Negotiable, based on experience

Refreshed

December 9th, 2025 13:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

Fluent

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Overview

One of our clients- Global IT company located in NYC-- is looking for Japanese Bilingual IT planning Consultant.

This is hybrid role.

RESPONSIBILITIES

- Provide consultation and documentation support for IT internal controls under the direction of the IT Governance Manager
- Assist with IT policy and guideline development under the IT Planning Division Manager
- Maintain and update the customer database, including periodic notifications and follow-ups

- Coordinate and execute the Annual IT Managers Conference
- Perform other IT planning tasks as assigned by the division manager
- Lead and manage projects with responsibility for cost, time, and scope
- Define project goals, deliverables, tasks, and resources
- Assemble and manage project teams
- Oversee budgets and allocate resources
- Develop schedules and timelines

QUALIFICATIONS

- Bilingual proficiency in Japanese and English
- Excellent communication skills
- Strong planning and organizational abilities
- Bachelor's degree
- 1–3 years of experience in IT projects

PREFERRED REQUIREMENTS

- Candidates with 1–3 years of experience in any of the following areas are highly encouraged to apply:
- Project Management
- Application System Engineering
- IT Governance

LOCATION New York Office (Hybrid –3 days/week in office)

SALARY USD 96,000–105,000, plus performance-based bonus depending on company, division, and individual results.

BENEFITS Medical, dental vision, 401K and others

#LI-JACUS #LI-US #countryUS

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Company Description