



QC Coordinator

Job Information

Hiring Company

NES Polarities Co. Ltd.

Subsidiary

NES Fircroft

Job ID

1561727

Industry

Petrochemical, Energy

Company Type

International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Minato-ku

Salary

8 million yen ~ 12 million yen

Salary Bonuses

Bonuses included in indicated salary.

Refreshed

November 5th, 2025 00:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level (Amount Used: English usage about 50%)

Minimum Japanese Level

Business Level

Minimum Education Level

Technical/Vocational College

Visa Status

Permission to work in Japan required

Job Description

QC Coordinator – Japan (Remote)

Location: Japan (Remote, with occasional travel)

Industry: Oil & Gas / Technical Services

Employment Type: Full-time

We are currently partnering with a globally recognised technical services firm in the oil and gas sector as they expand into Japan. As part of this exciting growth, we're supporting them in hiring a fully remote QC Coordinator to lead their operations in-country.

This is a rare opportunity to become the first local hire, playing a key role in establishing the company's presence and driving future growth. The role offers full autonomy, international collaboration, and the chance to make a meaningful impact from day one.

All while working remotely.

About the Role

The QC Coordinator will be responsible for managing client requests, coordinating technical personnel, and ensuring seamless project delivery. You'll act as the central point of contact between clients and internal teams, helping to uphold global standards while adapting to local market needs.

Key Responsibilities

- Handle client requests for QA/QC, engineering, project support, site, and office personnel
- Source and prepare technical candidates for interviews, providing relevant project information
- Liaise with clients on proposals, interviews, selection, and placement of technical inspectors
- Issue successful candidates with assignment details and responsibilities
- Manage candidate relations, including contractual terms, task documents, site reports, complaints, and feedback
- Conduct site visits to monitor inspectors' performance and raise client awareness
- Advise candidates on report adherence and performance issues
- Provide performance updates upon request
- Maintain Client/Candidate relations through care calls
- Negotiate placements with commercial awareness
- Identify and drive new business opportunities
- Mentor QC Coordinators
- Ensure adherence to Client SLA's and company KPI's

Candidate Profile

- 5–10 years of experience in coordination or project support roles
- Strong communication skills in both English and Japanese
- Technically minded, with experience in regulated industries (oil & gas preferred but not essential)
- Proven ability to manage client relationships and respond effectively under pressure
- Comfortable working independently and remotely, with occasional travel

Why This Role?

This is a career-defining opportunity to help establish and grow a new regional presence for a respected global firm. You'll be part of a high-performing, internationally connected team with a strong culture of collaboration, recognition, and development. The organisation values employee contributions and offers clear pathways for growth and advancement.

Interested in learning more?

Apply now or contact us directly to discuss the opportunity.

Company Description