



PR/095409 | Assistant Relationship Manager (Japanese speaking)

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1567468

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

December 16th, 2025 09:00

General Requirements

Minimum Experience Level

Over 1 year

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

Company and Job Overview

JAC's client, a leading foreign banking group, is looking for an Assistant Relationship Manager

Location: Ho Chi Minh City

Job Responsibilities

- Support Relationship Managers (RMs) in managing their assigned corporate customer portfolios, and potentially handle an individual portfolio depending on experience.
- Address customer inquiries, identify their needs, and provide appropriate consultation and support. Coordinate with RMs and other departments as needed to ensure timely responses, smooth transaction processing, and high customer satisfaction, aiming to strengthen client relationships with the Bank.
- Conduct analysis and review of credit facilities for corporate clients.

- Perform administrative and operational tasks to ensure compliance with internal policies, guidelines, and procedures.
- Provide daily operational support to your Japanese manager using Japanese language.
- Handle other administrative duties as assigned by the Team Leader or Department Head.

Job Requirements

- Bachelor's degree in Banking, Finance, or a related discipline.
- Experience in business promotion within the foreign or local banking sector is preferred. The job title will be determined based on the candidate's experience.
- Fluency in Japanese (all four skills) with JLPT N1 certification, and a good command of English.
- Strong analytical and problem-solving abilities, with adaptability to dynamic environments.
- Excellent interpersonal and communication skills, with a strong sense of teamwork, responsibility, initiative, and diligence.
- Solid understanding of financial and accounting principles.
- Ability to work effectively under pressure and manage multiple tasks simultaneously.

#LI-JACVN

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Company Description