



## PR/160621 | JAPANESE SPEAKING TRANSLATOR (with established manufacturing company)

### Job Information

**Recruiter**

JAC Recruitment Malaysia

**Job ID**

1599334

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Malaysia

**Salary**

Negotiable, based on experience

**Refreshed**

June 26th, 2026 11:14

### General Requirements

**Minimum Experience Level**

Over 3 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

#### Company Overview

We are seeking a skilled Japanese Speaking Translator / Interpreter to support daily business operations within a manufacturing environment. This role will involve close coordination with management and cross-functional teams, ensuring smooth communication between Japanese and local staff.

#### Key Responsibilities

- Provide accurate interpretation and translation (Japanese to English/Malay) during meetings, discussions, and daily operations

- Support Managing Director in administrative and coordination tasks  
Translate technical documents, reports, and emails related to manufacturing processes
- Act as a communication bridge between Japanese expatriates and local employees
- Assist in internal coordination and project follow-ups
- Perform general administrative duties as required

### Job Requirements

- Japanese language proficiency: JLPT N1 or N2 level
- Proficient in English and Malay (spoken and written)
- Prior experience in a manufacturing environment preferred
- Strong understanding of manufacturing processes and terminology
- Good general PC skills (Microsoft Office, email, documentation)
- Strong communication, interpersonal, and organizational abilities
- Candidates with additional specialized skills are highly encouraged to apply

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Company Description