



PR/124035 | Mandarin

Job Information

Recruiter

JAC Recruitment Indonesia

Job ID

1612838

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

September 29th, 2026 08:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

JAC Recruitment Indonesia is currently assisting one of our clients, a fiber optic and electrical cables manufacturer in Karawang, seeking a skilled and detail-oriented Mandarin Translator / Interpreter to support effective communication between Mandarin-speaking stakeholders and local teams. The ideal candidate will be responsible for providing accurate written translations and oral interpretations while ensuring smooth coordination in a manufacturing environment.

Responsibilities :

- Provide accurate oral interpretation between Mandarin and Indonesian during meetings, discussions, and daily operations.
- Perform written translation of documents, reports, emails, and other business materials.
- Facilitate effective communication between management, employees, and external parties.
- Ensure the accuracy, consistency, and confidentiality of translated information.

- Support cross-functional teams in communication-related activities.
- Assist with administrative tasks related to translation and interpretation when required.
- Maintain clear documentation of translated materials and communications.

Qualifications :

- Proficient in Mandarin and Indonesian, both written and spoken.
- Ability to perform both translation and interpretation tasks effectively.
- Detail-oriented, responsible, and able to work collaboratively within a team.
- Proficient in using Microsoft Office and general computer applications.
- Previous experience as a Translator or Interpreter is highly preferred.
- Experience working in a manufacturing or factory environment will be considered an advantage.
- Strong communication and interpersonal skills.
- Ability to handle multiple tasks and work in a fast-paced environment.

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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Company Description