

【EF Educational Tours】Data Projects Specialist

イー・エフ・トラベル・インターナショナル株式会社での募集です。 IoT・AI・...

Job Information

Recruiter
JAC Recruitment Co., Ltd.

Hiring Company
イー・エフ・トラベル・インターナショナル株式会社

Job ID
1618168

Industry
Hotel

Company Type
International Company

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
5 million yen ~ 6 million yen

Work Hours
09:30 ~ 18:00

Holidays
【有給休暇】有給休暇は入社後7ヶ月目から付与されます 入社7ヶ月目には最低10日以上（年間20日）【休日】完全週休二日制 土...

Refreshed
November 26th, 2026 00:00

General Requirements

Career Level
Mid Career

Minimum English Level
Native Level

Minimum Japanese Level
Native Level

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

【求人No NJB2418220】
■Company overview
With one shared mission of opening the world through education EF is a multicultural and multilingual community of team members working across 55 countries all around the world. Bring your talents your perspective and your ambition. In return we offer a vibrant dynamic working environment and a fulfilling international career.

The APAC Tours Operations department is currently looking for an energetic and enthusiastic individual for the position of Data Project Specialist APAC to join our Asian hub in Tokyo Japan ASAP.

■What you'll do
・ Anticipate requirements uncover areas of improvement and develop optimization strategies for systems processes and workflows
・ Provide and organize data build and manage reports and tools to support team decisions and efficiency
・ Develop reports and dashboards （ PowerBI and Tableau ）
・ Write and execute SQL queries
・ Help automate manual and complex processes using AI tools
・ Build relationships with key partners and routinely present proposals and results
・ Lead and manage small to medium scale systems or process transformation projects ensuring clear planning execution stakeholder alignment and successful delivery

■Who you are
You have an analytical strategic and innovative mindset and thrive in collaborative settings. You are passionate about improving internal operations processes and deriving insights for data driven business decisions with the end goal of creating an even more beautiful customer experience.

■We're looking for:
・ Technical Analytical Skills
・ Strong data analytics abilities including interpreting complex datasets
・ Expertise in analyzing transforming and consolidating structured and unstructured data
・ Ability to effectively use SQL Atlassian Jira and MS Power Platform
・ Experience developing reports/dashboards in PowerBI and Tableau
・ Experience with Power Automate or low code automation tools
・ High proficiency in MS Office tools particularly Excel
・ Project Process Leadership
・ Project management experience leading system or process transformation initiatives
・ Ability to translate business needs into clear structured system requirements
・ Ability to effectively prioritize and manage multiple projects

■About the Team
EF Educational Tours teams up with educators to take students beyond the classroom on immersive international travel programs. We deliver educational experiences powered by a proven learning method that's designed to build essential skills like curiosity and communication. Our tours are where learning meets life. They give students firsthand experience of the world and unlock the type of personal growth that prepares them for their futures.

■Ways of Working
・ Knowledge of Agile methodology （ desirable ）
・ Strong problem solving skills
・ Ability to explain technical concepts in non technical language
・ Ability to communicate effectively
・ Proven team player

■Why work at EF
・We are international.
With a global network of offices and schools EF is able to offer an international career in any part of the world.
・We are entrepreneurial.
EF has grown into the largest international education company by hiring people who are street smart and “can get things done”. Our entrepreneurial spirit is at the core of what makes working at EF a ton of fun.
・We embrace change.
Be prepared to join a flexible organization where no day is the same. We believe change is key to business success personal development and career progression.

■About Us
Some companies are in the business of banking. Others are in the business of shoes. Or sports. Or soft drinks. At EF we're in a different kind of business. One that's a little less tangible and a lot more important. Because our business what we make makes everything else possible. We're in the business of understanding. Between people. Between cultures.

For over half a century we've been the leader in international educational programs and experiences designed to foster such understanding. Through language cultural exchange academic studies and educational travel we create the kinds of immersive experiences that challenge biases open minds and pave the way for a more understanding world.

You'll find our offices and schools located in some of the world's greatest cities and filled with smart driven people （ over 50 000 of us ） who push each other to be better every day. But it's what we do together building greater understanding breaking down barriers and creating a better world that makes all the difference.

Founded in 1965 in Sweden EF （ Education First ） is a global association of education companies that share a common mission of opening the world through education. EF has been recognized on Forbes 2025 and 2024 World's Best Employers and 2024 Top Companies for Women lists Fast Company's 2025 Next Big Things In Tech and was a 2024 App Store Award winner in Cultural Impact.

Required Skills

■Experience
・ 2 3 years of experience as a Business Analyst Data Analyst or BI Developer
・ Preferred financial background to support data driven decision making

■Requirements

- Permission to work in Japan. Sponsorship possible under certain conditions
- Native or highly proficient English and ideally at least intermediate Japanese speaking skills

Company Description

外国人向け国内研修旅行の企画・実施