Korean Language Customer Support

Visa Sponsorship Available!

Job Information

Hiring Company
ZenGroup Inc.

Job ID
1619087

Division
Customer Support Department

Industry
Internet, Web Services

Job Type
Permanent Full-time

Location
Osaka Prefecture, Osaka-shi Chuo-ku

Train Description
Chuo Line, Sakaisuji Hommachi Station

Salary
3.5 million yen ~ 4 million yen

Work Hours
Standard working hours: 9:15 AM – 6:15 PM　*Flextime available

Holidays
5-day workweek (Saturday & Sunday off)

Refreshed
November 16th, 2026 00:00

General Requirements

Career Level
Entry Level

Minimum English Level
Business Level

Minimum Japanese Level
Business Level

Other Language
Korean - Native Level

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

≪Job Description & Position Highlights≫

- Handle customer inquiries via chat in Korean, manage complaints, translate content, and supervise remote support

staff.
- Use Korean, Japanese, and English skills to support customers worldwide at a cross-border e-commerce company offering services in 19 languages.
- Work with colleagues from over 34 nationalities and gain hands-on experience in global e-commerce and customer support.
- Enjoy 26 days of paid leave from the first year, flexible start times, and language lessons to support work-life balance and skill development.

【Job Responsibilities】
ZenGroup's Customer Support team is looking for a Korean speaker to provide exceptional support to our Korean-speaking customers as part of our multilingual team, which provides support in 19 languages.
In this role, you will handle inquiries via chat, refine operational workflows, and collaborate with teammates from over 34 nationalities. Beyond daily support, you will gain hands-on experience in cross-border e-commerce, build your career in a dynamic workplace, and enjoy excellent work-life balance with 26 days of paid leave in your first year. If you are a proactive team player ready to connect Japan with the world, we'd love to meet you!

< Main Duties >

- Multilingual customer inquiry handling (no phone calls, chat support only)
- Collaboration and reporting with other teams when handling complaints
- Management of remote operators (part-time)
- Other related tasks (translation, etc.)

■Department：
Customer Support Department
（1 Manager, 1 Deputy Manager, 6 Team Leaders, 20 Support Staff)

■Reason for hire：
Vacancy/Staff expansion

■About Us：
ZenGroup is an e-commerce company based in Osaka, Japan, with over 400 active employees across our headquarters and logistics centers. With a diverse workforce representing more than 34 nationalities, we support the international market in purchasing products from Japan and help Japanese companies sell their products overseas.
ZenGroup currently operates the following services:

- ZenMarket: A proxy-buying platform that enables international customers to shop in their own language on major Japanese e-commerce sites such as Mercari, Yahoo Auctions, Yahoo Shopping, and more.
- ZenPlus: An e-commerce marketplace that connects over 3,000 small to mid-sized Japanese businesses with international customers.
- ZenPromo: A promotional service that helps Japanese companies refine their international marketing strategies and build global brand awareness.
- ZenLink: An HTML tag-based service for Japanese e-commerce companies that enables their products to be purchased on ZenMarket, driving international web traffic to their stores.
- ZenStudio: A creative agency specializing in web design and video production, supporting businesses entering digital media or enhancing their e-commerce presence to meet modern trends.

Today, our platform has over 2 million registered users, is available in 19 languages, and serves customers in over 181 countries across six continents—delivering Japanese products to the world.

【Employment Type】
Permanent employee (full time)
*3 Month probationary period (salary same as below)

【Salary】
270,000 JPY and up (depending on experience and ability)~Monthly
*Based on previous experience and ability

- Salary evaluation: Once a year
- Bonus: Twice a year (June and December)

【Working Hours】
Standard working hours: 9:15 AM – 6:15 PM (8 working hours / 1 hour break)
*Flextime available: Start work anytime between 7:00 AM - 10:00 PM, with up to 2 hours of break time per day.
*Standard working hours apply during the initial training period (approx. 2 months).

【Work Location】
Osaka Sakaisuji L Tower, 1 Chome-7-7 Kawaramachi, Chuo, Osaka, Osaka Prefecture, Japan
*Access:Osaka Metro Chuo Line Sakaisuji Honmachi Station 6 mins
*On-site（No remote/hybrid work available）

【Holidays & Leave】

- 5-day workweek (Saturday & Sunday off)
  *Work is required on national holidays, excluding the New Year holiday.
- New Year holiday (4 days)
- Paid leave (26 days in year 1, increasing yearly)
  *26 days of paid leave are provided from the first year, with the number increasing annually.
  In 2025, the paid leave usage rate exceeded 80%.
- Congratulatory and condolence leave
- Maternity/paternity leave
- Child care leave

- Personal day leave

【Benefits & Welfare】

- Overtime (paid by minute)
- Managerial allowance
- Transportation allowance (up to ¥30,000/month)
- Complete social insurance (workers' compensation, employment, health, welfare pension)
- Business casual dress code (no suit required)
- Training system (job-specific, level-specific training)
- Japanese/English lessons
- In-house club activities (karaoke, day camp, etc.)
- Monthly company events
- Free tea and coffee

Required Skills

【Must-Have Skills】

- Korean: Native level required
- Japanese language proficiency of JLPT N2 or higher *No qualifications required
- Business-level English proficiency (TOEIC 800 or higher) *No qualifications required

【Preferred Skills】

- Experience in the cross-border e-commerce industry or customer support
- Translation experience
- Basic HTML knowledge
- Other language skills
- Practical work experience at a small or medium-sized company

【Personality】

- Efficient thinking and execution skills:
  -Ability to process tasks quickly and independently, excellent communication skills, and experience working in an office.
- Team player:
  -Comfortable working as part of a global team of 20 or more people, and values teamwork to achieve goals.
- IT literacy:
  -Ability to operate a computer smoothly for long periods of time in daily work. Also, a willingness to actively learn new tools and software to improve work efficiency.
- Global perspective:
  -Candidates who can accept working in a diverse work environment composed of members with different ages, nationalities, cultures, and work ethics.

【Regarding the Selection】

- Positions Available：1
- Selection Process
  ▽First interview – Hiring Team (45-60 mins, online or in-person)
  *Logic test + Customer support test (Tests are excluded during online interviews)
  ▽Second interview - Customer Support Team (45-60 mins, in-person required)
  *Travel Reimbursement up to ¥27,000 available for applicants outside the Kansai region
  *Logic test + Interpretation test (If not completed during the first interview)
  ▽Third Interview – HR Planning Team (45-60 mins, online or in-person)
  *Company culture test

Company Description