



## 【Relocation】 Director of Operations and Business Development

**Native English Speaker, New Grad Welcome!**

### Job Information

#### Hiring Company

Japan Mobility Co., Ltd.

#### Job ID

1231701

#### Industry

Real Estate Brokerage, Management

#### Company Type

Small/Medium Company (300 employees or less)

#### Non-Japanese Ratio

About half Japanese

#### Job Type

Permanent Full-time

#### Location

Japan

#### Salary

Negotiable, based on experience

#### Work Hours

9 : 00 ~ 18 : 00 (休憩1時間)

#### Holidays

土日祝日

#### Refreshed

May 31st, 2023 04:00

### General Requirements

#### Minimum Experience Level

Over 1 year

#### Career Level

Mid Career

#### Minimum English Level

Native

#### Minimum Japanese Level

Fluent

#### Minimum Education Level

Bachelor's Degree

#### Visa Status

Permission to work in Japan required

### Job Description

Japan Mobility simplifies the relocation process and gives you the care and support that you need to start your new life in Japan. We provide the customer with the expert knowledge, attention to detail and personalized service to ensure that the customer's relocation is smooth and seamless.

### ■Director of Operations and Business Development

The primary job responsibility is ensure the financial success of Relocation business and Real Estate business by placing an emphasis on providing the highest quality services, ensuring current business is maintained, developing new opportunities and nurturing a work environment that inspires our staff to higher levels.

### ■SPECIFIC TASKS:

- Oversee operations and insure customer service is always maintained at the highest level.
- To fully understand the company P&L, and view the financial results of the company and take full responsibility.
- Drive current business and develop and increase new revenue sources.
- Implement strategies that train, retain and motivate employees.
- To increase our satisfaction survey scores and retention rates year on year.
- Develop our work environment and improve our corporate culture. (Increasing awareness of our corporate mission statements, and strengthening our teams awareness of our CRM activities)

### Required Skills

#### [Required]

English: Native level  
Japanese: Business level  
Sales Industry 3 years over

#### [Employment Status]

Full-time employee, 3 months Probation period (no change in conditions)

#### [Compensation]

500,000 yen per month \*Salary increase and bonus are available

#### [Working/Break Time]

Monday to Friday 9 am to 6 pm ( Break Time 1 hour)  
\*Overtime may be required depending on the progress of the project.

#### [Holiday]

- Saturdays, Sundays, national holidays,
- year-end and New Year holidays (Dec 31, Jan 1-3)
- Christmas
- Paid Leaves
- Maternity and childcare leave system

#### [Location] Aichi or Tokyo

- Ichigo Fushimi Building 4F, 1-18-24 Nishiki, Naka-ku, Nagoya, Aichi  
2 minute walk from Exit 5 of "Fushimi" Station on the Higashiyama and Tsurumai subway lines.

-7F Toranomom 40MT Bldg.5-13-1, Toranomom, Minato-ku,Tokyo

#### [Benefit]

- Transportation Allowance (up to 20,000 yen per month)
- Insurance system (unemployment insurance, worker's compensation insurance, employee pension, health insurance)
- Employee discounts at the group companies

### Company Description

#### Full-Service Relocation Support

Japan Mobility simplifies the relocation process and gives you the care and support that you need to start your new life in Japan. Our international team of experienced relocation professionals provide you with the expert knowledge, attention to detail and personalized service to ensure that your relocation is smooth and seamless.

- **Home Finding**  
Finding a new home in a new country can be a daunting task. From before you even set foot in the country, to hand-delivering the keys at your new home, Japan Mobility is there to be your guide on this new adventure.
- **Settling-in · Orientation**  
Japan Mobility's comprehensive Settling-In Program helps to ensure that the assignee has a stress-free start in their new environment. The Program is designed to ensure that all needs are met and that the assignee is able to enjoy daily life as they had in their home country.
- **Departure**  
Japan Mobility puts as much care into helping the assignee when they leave as we do when they arrive. We ensure that a smooth transfer takes place in moving back to the assignee's country of origin or to another destination around the world.
- **Driver's License Conversion**  
The conversion process can be a complex and time-consuming process to navigate without the right knowledge and

help. Japan Mobility provides assignees with expertise and guidance to ensure that they obtain their Japanese license in the least amount of time.