



Commercial/Operations Manager

グローバル企業でオフィスマネジメントのキャリアを生かします

募集職種

採用企業名

日本アイ・エス・エス株式会社

支社・支店

日本アイ・エス・エス株式会社 ISS Japan Co., Ltd

求人ID

1437606

業種

不動産仲介・管理

会社の種類

中小企業 (従業員300名以下) - 外資系企業

外国人の割合

外国人 少数

雇用形態

正社員

勤務地

東京都 23区

給与

700万円 ~ 1000万円

ボーナス

固定給+ボーナス

勤務時間

9:00 - 18:00

休日・休暇

土日祝日

更新日

2025年09月29日 09:05

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル (英語使用比率: 50%程度)

日本語レベル

流暢

最終学歴

専門学校卒

現在のビザ

日本での就労許可が必要です

募集要項

Key Responsibilities:

- To support country business development
- To ensure seamless and effective operations at multiple client sites when needed.
- To support Japan General Manager as one of core members of ISS Japan

Personal:

- Develop own skill base in line with agreed appraisal, taking responsibility for reflective learning and ensuring continued self improvement
- Participate and embrace the development opportunities within region/group

スキル・資格

- Support provided to any commercial activities such as corresponding to global RFP including pricing, RFP/RFI arrangements to local subcontractors etc.
- Support provided to new client transition activities including due diligence, site visits, contract execution, recruiting, vendor onboarding, launching new onsite team, stakeholder meeting arrangements, etc.
- Marketing and branding support in local FM market
- Any ad-hoc operational support provided at client office
- Support provided to HQ office administrative tasks including IT related work
- Taking ownership of data management
- Liaison with global stakeholders
- Reporting in a good timely manner and quality

会社説明

ISS, a leading workplace experience and facility management company, provides placemaking solutions that contribute to better business performance and makes life easier, more productive and enjoyable – delivered to high standards by people who care.

CAREER

A place where people can thrive

A career at ISS is about making a difference. ISS people work at airports, banks, hospitals, and thousands of other places – and affect the lives of millions every day. Our people care about the great places they create, the customers and communities they serve, and the planet they seek to protect, always adding a human touch to everything they do.