

WYNDHAM • DESTINATIONS



Company Driver - Chikumakan Nagano

募集職種

採用企業名

トラベルアンドレジャージャパン株式会社

支社・支店

Wyndham Destinations Japan LTD

求人ID

1513898

業種

ホテル

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

長野県, 千曲市

給与

経験考慮の上、応相談

更新日

2025年08月26日 03:00

応募必要条件

職務経験

1年以上

キャリアレベル

中途経験者レベル

英語レベル

日常会話レベル

日本語レベル

日常会話レベル

最終学歴

専門学校卒

現在のビザ

日本での就労許可は必要ありません

募集要項

POSITION REPORTS TO:

General Manager - Resort

KEY RELATIONSHIPS:

Admin

Human Resources

Finance

PRIMARY OBJECTIVES:

The company driver is responsible for making sure that the official to whom he is assigned meets his official schedule of the meetings, conferences etc. He is responsible for the maintenance of the respective automobile which he is given to drive. He is also responsible for running many of the daily chores of the office or of the respective official; these though vary from firm to firm or rather official to official. The Company Driver is expected to be mannerly and courteous in all driving and non-driving situations while on the job. Good grooming and personal hygiene with clean and proper dress as instructed by the employer are expected. Calm, rational behavior and attitude under stressful driving conditions are attributes of a professional, as are refraining from inappropriate or abusive language and gestures.

PRINCIPAL RESPONSIBILITIES: (Include but not limited to)

- To transport the employer and passengers to and from destinations in a comfortable, safe and efficient manner.
- Advise the employer or passenger of potential or existing adverse conditions and suggest alternative routes.
- Conducts delivery and pick-up of documents necessary for the company's operations.
- Maintains Vehicle Cleanliness, Safety and Monitors Concerns (Damages / Issues that needs to be fixed)
- Provides records, including receipts for gasoline / vehicle maintenance.
- Provides records of areas traveled to, travel time, and work hours.
- Keeps the vehicle clean or ensuring that it is mechanically sound, the employer's vehicle must be spotless in appearance and ready to drive without issue at all times.
- Responsible for checking engine fluids, inspecting interior and exterior electrical and mechanical components, maintaining tire pressure and keeping fuel levels at adequate levels.
- Other Instructions as directed by the superior

スキル・資格
KEY POSITION CRITERIA:

- Must have a valid Japanese bus driver license.
- Have at least 3 years of driving experience and clean driving record
- Can manage a flexible work schedule
- Have the ability to read and write satisfactorily to maintain records and understand company notices and the driver's manual
- Must have the ability to serve employees and resort guests, work with others and to show commitment to the company safety policy
- Can operate the vehicle in a safe and efficient manner
- Safely run a fixed route, load and unload employees and resort guests, and performing specialized driving maneuvers
- Can conduct routine maintenance and safety checks of the vehicle
- Can handle emergency situations, including emergency evacuation procedures

会社説明