



PR/117515 | Sales support staff (Japanese speaking) N2 / N3

募集職種

人材紹介会社

ジェイ エイ シー リクルートメント タイランド

求人ID

1545357

業種

自動車・自動車部品

雇用形態

正社員

勤務地

タイ

給与

経験考慮の上、応相談

更新日

2025年06月24日 10:26

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

日本語レベル

ビジネス会話レベル

最終学歴

短大卒：準学士号

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 vacancy: Sales support staff (Japanese speaking N2/N3)

Salary total: 50,000 – 60,000

Responsibilities:

- Provide sales support in the field and deal with customers or projects contacting the company's sales department.
- Prepare quotations and support documents related to meetings.
- Support Japanese customers and coordinate with related departments.
- Manage document translation and meeting translation for the sales team and customers.
- Oversee and coordinate claim-related tasks.
- Travel to different provinces to support translation for the sales team outside the customer area

Requirements:

- Female age 28 – 35 years
- Good in Japanese (N2/N3).
- Strong communication and coordination skills.
- Experience in sales support and customer service.
- Ability to manage translations and travel for work.
- Have driver license

Working day: Monday to Friday

Working Hours: 8:00am - 17:00pm

Welfare / benefits:

Free breakfast and lunch

12 days of annual leave

Group insurance (after probation period)

Family group insurance of 11,000 THB (after probation period)

Provident fund contribution of 5%

3 months bonus

会社説明