

MichaelPage

www.michaelpage.co.jp

OPEN: Tokyo Insurance Customer Support!

Tokyo Call Center Support - INSURANCE

募集職種

人材紹介会社

マイケル・ページ・インターナショナル・ジャパン株式会社

求人ID

1557668

業種

生命保険・損害保険

雇用形態

正社員

勤務地

東京都 23区

給与

350万円 ~ 450万円

更新日

2025年09月09日 08:00

応募必要条件

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

ネイティブ

最終学歴

短大卒： 準学士号

現在のビザ

日本での就労許可が必要です

募集要項

Join a thriving insurance company as a Call Center Operator in Tokyo, where you'll provide exceptional customer service and ensure client satisfaction. This permanent role offers an opportunity to support customers effectively in a fast-paced environment.

Client Details

This is a respected and established large organization in the insurance industry. The company is known for its commitment to delivering reliable services and fostering a professional work environment in Tokyo.

Description

You will be responsible for responding to customer inquiries and handling administrative tasks related to contracts and maintenance. Among the main responsibilities, the following tasks will be covered:

1) Responding to customer inquiries via telephone or email

- ・ Providing information on insurance premiums and coverage, issuing estimates, and handling contract procedures

- ・ Handling maintenance procedures such as contract changes and cancellations

2) Administrative tasks processing related to contracts and maintenance, such as issuing insurance certificates and transfer approval documents, etc.

Job Offer

- Very good work-life-balance: 9am to 5pm working schedule
- Comprehensive training programs to enhance relevant skills.
- Opportunity to work with a large and global organization in the insurance industry.
- Professional and supportive work environment in Tokyo.
- Paid holiday leave system and additional benefits.

Take the next step in your career as a Call Center Operator in Tokyo. Apply now to join a trusted leader in the insurance industry!

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Davide Capretta at +81 3 6832 8675.

スキル・資格

A successful applicant should have:

- Good call center experience (2+ years)
- Keen to become a Leader / Supervisor in the future
- Strong communication skills to liaise with customers and team members effectively

会社説明

This is a respected and established large organization in the insurance industry. The company is known for its commitment to delivering reliable services and fostering a professional work environment in Tokyo.