



## QC Coordinator

### 募集職種

#### 採用企業名

株式会社NES Polarities

#### 支社・支店

NES Fircroft

#### 求人ID

1561727

#### 業種

石油・エネルギー

#### 会社の種類

外資系企業

#### 雇用形態

正社員

#### 勤務地

東京都 23区, 港区

#### 給与

800万円 ~ 1200万円

#### ボーナス

給与： ボーナス込み

#### 更新日

2025年12月31日 10:00

### 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

ビジネス会話レベル

#### 最終学歴

専門学校卒

#### 現在のビザ

日本での就労許可が必要です

### 募集要項

#### QC Coordinator – Japan (Remote)

**Location:** Japan (Remote, with occasional travel)

**Industry:** Oil & Gas / Technical Services

**Employment Type:** Full-time

We are currently partnering with a globally recognised technical services firm in the oil and gas sector as they expand into Japan. As part of this exciting growth, we're supporting them in hiring a fully remote QC Coordinator to lead their operations in-country.

This is a rare opportunity to become the first local hire, playing a key role in establishing the company's presence and driving future growth. The role offers full autonomy, international collaboration, and the chance to make a meaningful impact from day one.

All while working remotely.

### About the Role

The QC Coordinator will be responsible for managing client requests, coordinating technical personnel, and ensuring seamless project delivery. You'll act as the central point of contact between clients and internal teams, helping to uphold global standards while adapting to local market needs.

### Key Responsibilities

- Handle client requests for QA/QC, engineering, project support, site, and office personnel
- Source and prepare technical candidates for interviews, providing relevant project information
- Liaise with clients on proposals, interviews, selection, and placement of technical inspectors
- Issue successful candidates with assignment details and responsibilities
- Manage candidate relations, including contractual terms, task documents, site reports, complaints, and feedback
- Conduct site visits to monitor inspectors' performance and raise client awareness
- Advise candidates on report adherence and performance issues
- Provide performance updates upon request
- Maintain Client/Candidate relations through care calls
- Negotiate placements with commercial awareness
- Identify and drive new business opportunities
- Mentor QC Coordinators
- Ensure adherence to Client SLA's and company KPI's

### Candidate Profile

- 5–10 years of experience in coordination or project support roles
- Strong communication skills in both English and Japanese
- Technically minded, with experience in regulated industries (oil & gas preferred but not essential)
- Proven ability to manage client relationships and respond effectively under pressure
- Comfortable working independently and remotely, with occasional travel

### Why This Role?

This is a career-defining opportunity to help establish and grow a new regional presence for a respected global firm. You'll be part of a high-performing, internationally connected team with a strong culture of collaboration, recognition, and development. The organisation values employee contributions and offers clear pathways for growth and advancement.

### Interested in learning more?

Apply now or contact us directly to discuss the opportunity.

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会社説明