



PR/118298 | Japanese Speaking Regulatory and Quality Officer

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 イギリス

求人ID

1564977

業種

医薬品

雇用形態

正社員

勤務地

オランダ

給与

経験考慮の上、応相談

更新日

2025年11月11日 10:57

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

無し

日本語レベル

無し

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

ヘルスケア業界にて薬事やQAの業務にご興味をお持ちの方を探しております！

Overview

- Offers general support to the sales team and sales manager, dealing with sales representatives in the UK and the EU via email and telephone
- Supports sales people and the sales manager in these regions so they are able to concentrate on sales activities
- Assist their director for the Regulatory, Quality and Pharmacovigilance related tasks in the UK and EU to maintain compliance to the local regulations
- Supports general office administration

Duties including but not limited to

- To assist with the sales process as required by taking orders from distributors in the UK and the EU and arranging shipments with the Japanese delivery team
- To support and work with the sales team to develop client relationships
- To provide Regulatory support to maintain the product registration in UK and EU countries
- To provide Quality support to maintain good supply of products in UK and EU countries
- To provide Pharmacovigilance support required by the local regulation UK and EU countries
- To efficiently and professionally deal with telephone, email and post enquiries to the office and liaise with relevant staff members accordingly
- To provide a full administrative support to the Managing Director and team members in all aspects of the team's functions

- To attend appointments with customers, interviews with users, visit retail stores, attend business-related events, as required
- To carry out all reasonable duties as and when requested by your line manager or any other senior management member

Required

- Educated to degree level or equivalent
- Understanding of Japanese business custom and Japanese companies; able to act based on our company's philosophy
- Ability to communication across the organization (including headquarters) Able to report, communicate, and consult as appropriate at all levels
- Able to manage sales as scheduled.
- Skilled with Word, Excel, PowerPoint, Outlook
- Understand and support the brand: able to deal with walk-in sales flexibly and positively.
- Strong verbal and written communication skills in English and Japanese

We regret to inform applicants that only shortlisted candidates will be notified. Thank you for your understanding.

#LI-JACUK #LI-JACUKPRM

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

Privacy Policy Link: <https://www.jac-recruitment.co.uk/privacy-policy>

Terms and Conditions Link: <https://www.jac-recruitment.co.uk/terms-of-use>

会社説明