



## PR/123552 | Sales Admin Japanese Speaker

### 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ンドネシア

#### 求人ID

1575421

#### 業種

その他（商社）

#### 雇用形態

正社員

#### 勤務地

インドネシア

#### 給与

経験考慮の上、応相談

#### 更新日

2026年05月12日 08:00

### 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

流暢

#### 日本語レベル

流暢

#### 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

#### Job Description:

- Sales development for existing and new customers
- Japanese interpretation when needed (i.e, specification meetings in between Japanese suppliers and Indonesian customers etc)
- Provide support and administration work

#### Requirements:

- Bachelor's degree from any majored Min GPA 3.00 from reputable university
- Has proper Excel skill
- Has more than 3 years of Sales Admin/support experience
- Business communication skills with common sense
- Positive attitude towards work (discipline, responsible, hardworking)
- Proficient in English & Japanese is mandatory
- Has N3 or N2 JLPT certification

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会社説明