



PR/118535 | [Maternity Cover] International Product Coordinator

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

1592779

業種

アミューズメント・エンターテインメント

雇用形態

正社員

勤務地

イギリス

給与

経験考慮の上、応相談

更新日

2026年05月19日 10:40

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

Company Overview

A company in the entertainment industry is hiring for an International Product Coordinator position. Operating in a global environment, the organisation brings together teams across Japan and Europe to deliver high-quality entertainment experiences. The role offers the opportunity to work at the center of international collaboration, supporting creative and operational teams while bridging language, culture, and communication across regions.

Job Description

- Support smooth and accurate communication between teams in Japan and Europe, ensuring messages, updates, and intentions are clearly conveyed in both directions.
- Coordinate projects and meetings across time zones, including schedule management, preparation of materials, translation support, and asset organisation.
- Work closely with European marketing teams to facilitate communication with Japanese stakeholders, supporting material submissions, explanations, and alignment on goals and timelines.

- Provide written and verbal translation and interpretation for internal meetings, marketing and communication initiatives, transversal projects, and media interviews when required.
- Adapt messages and content to suit both Japanese and European cultural contexts, promoting mutual understanding and effective collaboration.
- Support logistics and on-site coordination for visiting Japanese guests, providing assistance in both Japanese and English to ensure a productive and welcoming experience.

Qualifications

- Fluency in Japanese and English, with the ability to communicate professionally in both languages.
- 3-5 years of experience in a communication or coordination role, ideally in an international or intercultural setting.
- Strong understanding of Japanese and European cultural norms, with the ability to navigate and interpret cross-cultural communication needs.
- Excellent verbal and written communication skills, with a high level of accuracy in translation and interpretation.
- Highly organised and adaptable, able to manage multiple tasks across departments and time zones.
- Strong interest and knowledge in the entertainment field, particularly video games, animation, comics, and films.
- Collaborative team player with strong interpersonal skills, diplomacy, and a proactive mindset.

※書類選考通過された方のみにご連絡をさせていただきますので、予めご了承くださいませ。

We regret that only applicants who pass the document screening process will be contacted.

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.

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会社説明