



Digital marketing / Marketing Communication Specialist

500,000 customers in 170 countries.

募集職種

採用企業名

Mouser Electronics

求人ID

1597850

業種

ハードウェア

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, 渋谷区

最寄駅

湘南新宿線1 (小田原~大船~大宮~宇都宮) 駅

給与

経験考慮の上、応相談

更新日

2026年06月24日 15:30

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

ネイティブ

最終学歴

大学卒：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

Digital marketing / Marketing Communication Specialist (Social media & Event)

Company Name

Mouser Japan G.K.

Job Type

-Planning/Marketing/PR - Digital/Web/SNS Marketing
-Planning/Marketing/PR - Event Planner/Management

-Planning/Marketing/PR - Advertisement/Communication/PR

Industry

Electronics, Components, and Semiconductor Manufacturing

Location

Asia Japan Tokyo Minato

Job Description

The Marketing Communications Specialist is responsible for developing effective advertising campaigns that infuse the media/SNS program with innovation, while supporting the Marketing media/SNS strategy. This includes pursuing significant business opportunities and added-value programs via media/SNS partnerships. Also, as a member of Japan Marketing, Event/Exposition support is requested.

ACCOUNTABILITIES & ESSENTIAL FUNCTIONS

- Establishes and maintains effective relationships with internal and external contacts, always exhibiting excellent customer service.
- Provides administrative support to the Marketing Department and works closely with the regional Finance department.
- Coordinates collation of data from Marketing activities, creation, and maintenance of departments' spreadsheet & PowerPoint Presentations.
- Strong reading and writing skills (able to refine social posts and create slogans), be familiar with social platforms, learn digital platforms quickly, and be detail oriented.
- Coordinates and supports media PO creation or updates.
- Analysis of spreadsheets and other forms of data. Reporting analysed data to department management daily, monthly, quarterly, and annually.
- Process purchase orders for departments and ensure that bills are coded accurately and delivered to the -Finance department in a timely and prompt manner. Monthly bill reconciliation is also completed accurately and within the deadline.
- Collate and send the supplier banners for supplier approvals on time.
- Completes special projects and other duties as assigned, with quality results, while adhering to the timeline given by management.
- Answer calls and routes where required accordingly, always representing the company in a professional manner.
- Trustworthy with information and always maintains the utmost confidentiality.
- Always available to attend job-related training and willing to learn and develop new skills.

Company Info

Mouser Electronics, a subsidiary of TTI, Inc., is part of Warren Buffett's Berkshire Hathaway family of companies. Mouser is an award-winning, authorized semiconductor and electronic component distributor, focused on the rapid introduction of new products and technologies to electronic design engineers and buyers. Mouser.com features more than 4 million products online from more than 500 manufacturers. Mouser publishes multiple catalogs per year providing designers with up-to-date data on the components now available for the next generation of electronic devices. Mouser ships globally to over 400,000 customers in 170 countries from its 492,000 sq. ft. state-of-the-art facility south of Dallas, Texas.

【 Measures against passive smoking 】

No smoking indoors allowed

Working Hours

9:00-18:00

スキル・資格

Job Requirements

- Preferred Bachelor degree in Business or Marketing or equivalent combination of education and work experience.
- Preferred 3+ years in related Marketing position or agency experience.
- Preferred Electronics Components/Semiconductor industry experience but not a must.

English Level

Business Conversation Level (TOEIC 735-860)

Japanese Level

Native Level

Chinese Level

None

Salary

Depends on experience

Other Salary Description

Social Insurance
Commuting/Transportation Allowance

Holidays

Five-Day Workweek
Paid Holidays
Congratulatory or Condolence Leave
Child-care Leave
Sick Leave

Job Contract Period

Full-time employee

Nearest Station

5 minutes walk from Akabanebashi Station on the Toei Oedo Line
8 minutes walk from Shibakoen Station on the Toei Mita Line
12 minutes walk from Mita Station on the Toei Mita Line and Toei Asakusa Line
13 minutes walk from JR Tamachi Station

会社説明