



【Bilingual (N2)】 Corporate IT | Trading Card Business

Trading Card & Collectibles Business

募集職種

人材紹介会社

スキルハウス・スタッフィング・ソリューションズ 株式会社

求人ID

1602205

業種

その他 (IT・インターネット・ゲーム)

会社の種類

中小企業 (従業員300名以下) - 外資系企業

雇用形態

正社員

勤務地

東京都 23区

給与

500万円 ~ 1000万円

勤務時間

9:00 – 18:00 (Mon-Fri)

休日・休暇

Saturday, Sunday, and National Holidays, Year-end etc

更新日

2026年08月21日 05:00

応募必要条件

職務経験

3年以上

キャリアレベル

新卒・未経験者レベル

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

日本での就労許可が必要です

募集要項

Bilingual (N2+) | Corporate IT Engineer | Global Trading Card & Collectibles Business | Up to 10.0M JPY (Permanent)

Why Should You Apply

- 【Global Trading Card & Collectibles Business】 Support IT operations for a global business handling trading cards and

other valuable collectibles.

- 【Corporate IT Operations】 Support and improve IT operations for the Japan office, including end-user support, device management, identity tools, and collaboration platforms.

- 【Bilingual Global Collaboration】 Work with international IT teams using both Japanese and English in a multinational environment.

Responsibilities

- Troubleshoot hardware, software, networking, endpoint, and collaboration tool issues across Windows, macOS, mobile devices, and office environments.

- Support corporate IT tools including Okta, Google Workspace, Jira ITSM, endpoint management solutions, and related systems.

- Assist with user onboarding/offboarding, device management, system documentation, and IT operational improvements.

- Maintain conference room AV equipment and provide high-quality IT support for executive-level users.

- Collaborate with global IT teams to resolve complex issues and improve IT support processes.

スキル・資格

Requirement

- 3–20+ years of experience in IT desktop support, corporate IT, or similar IT operations roles

- Experience supporting Windows, macOS, networking, mobile devices, video conferencing, and business applications

- Business-level Japanese and English communication skills

- Strong customer service mindset and ability to communicate effectively with users and stakeholders

- Experience with Active Directory, Okta, Google Workspace, Jira ITSM, MDM, scripting, or automation is a plus

会社説明