【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11月13日 10:00

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+) I 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