



PR/118649 | (Japanese Speaking) Sales Assistant

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

1602488

業種

その他（メーカー）

雇用形態

正社員

勤務地

オランダ

給与

経験考慮の上、応相談

更新日

2026年07月14日 10:51

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: Japanese Company

Position: (Japanese Speaking) Sales Support

Location: Amsterdam (primarily onsite)

Salary: Depending on experience

Responsibilities

- Handle sales administration activities, including quotation preparation, order processing, delivery follow-up, invoice issuance, and payment tracking.
- Coordinate technical inquiries by working closely with relevant departments at the parent company in Japan.

- Serve as a liaison between customers and internal teams to ensure efficient communication and timely problem resolution.
- Support daily sales operations and contribute to maintaining high levels of customer satisfaction.

Requirements

- Valid authorization to work in the Netherlands.
- A minimum of 3 years of office-based work experience in a corporate environment.
- Native-level Japanese or equivalent proficiency, as the role involves regular communication with the parent company in Japan.
- Business-level English, as the role requires communication with customers and external stakeholders.
- Proficiency in Microsoft Office applications (Excel, Word, and PowerPoint) with the ability to use them effectively in a professional setting.

We regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

#LI-JACUK

#NT

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会社説明