

PR/110865 | Japanese Interpreter

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 インド

求人ID
1618487

業種
その他

雇用形態
正社員

勤務地
インド

給与
経験考慮の上、応相談

更新日
2026年11月03日 10:00

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
流暢レベル

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

■About the role
The Japanese Language Interpreter role offers an exciting opportunity to work in a multicultural environment, acting as a key communication bridge between Japanese management and local teams. This position combines interpretation and translation responsibilities with administrative coordination, expatriate support, and involvement in business-related projects.

■Responsibilities
Provide Japanese-English interpretation during meetings, presentations, training sessions, site visits, and other business activities.
Translate reports, contracts, presentations, emails, and other business documents between Japanese and English.
Support communication between Japanese expatriates, headquarters personnel, and local employees.
Assist with project-related research, documentation, coordination, and field visits as required.
Support administrative activities, reporting, and cross-functional communication.
Provide assistance to Japanese expatriates and their family members on administrative and language-related matters.
Coordinate with internal and external stakeholders to ensure smooth business operations and effective communication.

■Requirements
Fluent communication skills in Japanese, English, and Hindi.
JLPT N2 or above preferred.
Strong verbal and written Japanese-English interpretation and translation capabilities.
Excellent interpersonal, communication, and coordination skills.
Proficiency in Microsoft Office applications, including Excel, Word, PowerPoint, and Outlook.
Ability to work effectively within a multicultural and cross-functional environment.
Experience as a Japanese interpreter or translator is preferred.
Experience in manufacturing, industrial, engineering, infrastructure, or project-based environments would be advantageous.
Familiarity with Japanese business culture and practices is desirable.
Experience supporting expatriates, project coordination, or administrative functions would be beneficial.

■About the company
A company in the industrial sector is part of a global organisation with an international presence and a strong focus on operational excellence, collaboration, and long-term business development. The organisation operates in a multicultural environment and works closely with both local and overseas stakeholders to support its strategic objectives.

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