

PR/161328 | International Business Coordination Associate_Exposure to International Markets

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 マレーシア

求人ID
1621693

業種
石油・エネルギー

雇用形態
正社員

勤務地
メキシコ

給与
経験考慮の上、応相談

更新日
2026年11月10日 10:40

応募必要条件

職務経験
1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
無し

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

This position is designed for ambitious individuals who are eager to build a strong foundation in business management through direct exposure to senior leadership and international operations. Rather than focusing on a single function, you will gain hands on experience across commercial, finance, administration, and business operations while working closely with key decisionmakers.

The successful candidate will play an important role in supporting business initiatives, coordinating projects, monitoring operational activities, and ensuring effective communication across regional teams. This role offers a unique opportunity to develop broad business knowledge and gain international exposure through structured assignments.

Job Description

- Coordinate regional business operations and support management in driving key business initiatives.
- Prepare business reports, performance analyses, and management presentations to support strategic decisions.
- Liaise with cross-functional teams, regional stakeholders, and external partners to ensure effective project delivery.
- Support commercial activities, market research, supplier management, and special business projects.
- International exposure through cross-border collaboration, overseas assignments, and global career development opportunities.

Job Requirements

- Diploma or Bachelor's Degree in Business Administration, Finance, Accounting, Economics, Engineering, Law, or a related discipline.
- Candidates with 1-3 years of working experience are advantageous.
- Strong analytical thinking and problem-solving capabilities.
- Excellent communication skills in English, both written and spoken
- Able to manage multiple tasks while maintaining strong attention to detail.
- Comfortable working in a dynamic and fast-paced business environment.
- Willing to undertake frequent international travel and extended overseas assignments in foreign country.
- Exposure to multicultural environments, project coordination, or international business activities will be an added advantage.

#LI-JACMY

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会社説明