

## Job Detail

Staff Level

Position Title	English/Researcher (Company credit investigation/English report creation) [Major foreign investment bank/Work-from-home system available]
Recruiter Company	Global Leaf Co., Ltd.
Company Name	Company name is private
Activated / Updated	2023-12-11 / 2024-04-09
Job Type	Finance/Bank/Securities/Investment - Research (Business/Market/Trust) Finance/Bank/Securities/Investment - Analyst/Economist/Research Finance/Bank/Securities/Investment - Credit (Administration / Audit)
Industry	Banking/Securities
Location	Asia Japan Tokyo
Job Description	<p>[Business overview] You will be stationed in-house at a major foreign investment bank and will conduct background checks on companies using credit investigation services and databases. The company's official language is English, so it's an environment where you can make good use of English.</p> <p>[Specific job details] ① Corporate credit investigation Credit checks using services and databases ② Creating a report Create a report on the survey contents (English/Japanese) You will be expected to complete tasks ① and ② once in approximately 3 days. *The number of members of the team is approximately 10.</p> <p>[These people are active] Research analysts, translators, librarians, financial industry sales, etc. There are people working in the industry with a variety of professional backgrounds, even if they have no experience.</p>
Company Info	<p>[Company characteristics] Founded in the United States in 1864, our company is one of the world's leading general printing companies, and is a global company with 176 offices in 28 countries on four continents. Starting with the printing business, we are now expanding into business process outsourcing, financial information services, logistics services, and fulfillment businesses. Particularly in the field of outsourcing, as a leading company, we provide professional services to a variety of client companies, leveraging our extensive experience in outsourcing in areas such as finance, consulting, trading companies, and service industries, as well as our global support system. In 2014, we launched the same service in Japan.</p>
Working Hours	9:00-18:00 (60 minutes break)
Qualifications	<p>[Required skills/experience] ■English: Business level (TOEIC score of 800 or above) ■Those who have experience writing reports in English</p> <p>[Welcome skills and experience] ■Those with experience in the financial industry ■Those who have experience as a researcher ■Those who have experience in starting a business or division</p>
English Level	Business Conversation Level (TOEIC 735-860)
Japanese Level	Native Level
Salary	JPY - Japanese Yen JPY 5500K - JPY 7500K
	<p>[Salary] Estimated annual income: 5 million yen to 6 million yen</p>

Salary Description	<p>*Overtime will be paid separately.</p> <p>*Bonus: paid separately depending on individual performance (10% of MAX basic annual salary)</p> <p>*The position will be determined based on your previous job and experience.</p> <p>&lt;&lt;Example of annual income&gt;&gt;</p> <p>■Member: 5.5 million yen (including bonus and 30 hours of overtime)</p> <p>■Leader: 7 million yen (including bonus and 30 hours worth of overtime)</p> <p>■Manager (equivalent to 10 years): 9 million yen (including bonus and 30 hours worth of overtime)</p>
Holiday Description	<p>Complete five-day work week (Saturday and Sunday), holidays, and holidays designated by the company where you are permanently stationed</p> <p>Year-end and New Year holidays, paid holidays, congratulatory and condolence leave, maternity leave, childcare leave, nursing care leave, etc.</p> <p>*Over 120 days off per year</p>