

Job Detail

Staff Level

| | |
|-------------------------|---|
| Position Title | [Day shift] Trade customs clearance English data entry |
| Staff Company | Sogo Career Option Co., Ltd. |
| Company Name | Company name is private |
| Activated / Updated | 2024-04-17 / 2024-04-25 |
| Job Type | Administrative - International Trading Administrative - Data Entry Administrative - Sales Assistant/Clerical/Receptionist |
| Industry | Other |
| Location | Asia Japan Osaka |
| Job Description | [Management of English data related to trade] Input and manage trade-related customs data in English. <ul style="list-style-type: none"> Creation of import customs clearance data Correct input of import customs clearance data *The PC application is written in English. |
| Company Info | Input of customs clearance data related to trade! You can put your English skills to good use! Work for a major, world-renowned company. Acquire knowledge and skills related to trade affairs. ★ Casual office clothes OK! You can also do hair coloring, piercings, and nails, so you can enjoy being fashionable! |
| Working Hours | [Day shift] 9:00-18:00 (60 minutes break) *Work 5 days a week *Overtime is approximately 15 hours per month. *Shift work is also possible between 8:00 and 19:00 between Tuesday and Saturday! *Please contact us for more information. |
| Qualifications | Technology/Humanities/International Affairs Trade affairs <ul style="list-style-type: none"> English is business level Japanese level: N1 required (certificate required) Be able to read and write in Japanese Ability to use business honorific language in Japanese *People who can handle the relevant work, such as technology, humanities knowledge, international work, etc. |
| English Level | Business Conversation Level (TOEIC 735-860) |
| Japanese Level | Fluent(JLPT Level 1 or N1) |
| Hour Salary | JPY - Japanese Yen 1450JPY |
| Estimated Annual Salary | By employment history and skills |
| Salary Description | [Basic hourly wage] 1,450 yen/no transportation expenses [Monthly income example] 250,250 yen *Monthly income example is calculated based on 15 hours of overtime per month. (Includes overtime pay of 27,187 yen) *There is a difference between salary and take-home pay due to income tax, municipal tax, etc. 【Welfare】 Social insurance/employment insurance/worker's compensation insurance annual paid leave |
| Holiday Description | Closed on Saturdays, Sundays, and public holidays |
| | 10 minutes by bus from Sakai Station on the Nankai Main Line |

Nearest Station

*Transportation expenses will not be provided.