

## Job Detail

Entries Level

Position Title	[Public Relations] Famous global major IT company that everyone knows (from China)/Roppongi
Recruiter Company	Fellowship co.,ltd.
Company Name	Company name is private
Activated / Updated	2024-03-06 / 2024-03-06
Job Type	Planning/Marketing/PR - Publicity/IR
Industry	Telecommunications/Information Services
Location	Asia Japan Tokyo
Job Description	<p>Major IT company/Public relations experience can be utilized!</p> <p>[Business content]</p> <ul style="list-style-type: none"> <li>• General PR activities for our group's companies, products, and services</li> <li>• Creating a press release</li> <li>• Operation assistance at press event sites</li> <li>• Assistance with PR planning, production and implementation with agencies</li> </ul>
Company Info	<p>We are a global company listed on NASDAQ. We are not limited to our existing business, which focuses on the development and provision of Internet search services, but also develop cutting-edge technologies such as AI development.</p> <p>[Second-hand smoking measures available] No smoking indoors</p>
Working Hours	<p>9:30-18:30 (break time 12:00-13:00) *We also welcome those who wish to work shorter hours. For example, working from 10:00 to 16:00 or 17:00, etc.</p>
Qualifications	<p>★Required OA skills</p> <ul style="list-style-type: none"> <li>• Key input: touch typing</li> <li>• Power Point: Intermediate level</li> <li>• Word: Intermediate level</li> <li>• Excel: Intermediate level</li> </ul> <p>[Requirements]</p> <ul style="list-style-type: none"> <li>• Public relations, PR work experience</li> <li>• Those with good communication skills as they will also be responsible for coordinating with other departments and agencies.</li> <li>• Years of working experience: Approximately 5 to 6 years</li> </ul> <p>[Welcome content]</p> <ul style="list-style-type: none"> <li>• Working experience in the entertainment industry, event industry, or PR company is a plus.</li> <li>• Writer experience is a plus</li> <li>• Those who are interested in improving work efficiency</li> <li>• People who are passionate about growing the business together</li> </ul>
Japanese Level	Native Level
Salary	Depends on experience
Salary Description	Hourly wage 1480~1600 yen Transportation expenses provided
Holiday Description	Complete 2-day week (Saturdays, Sundays, and public holidays)
Job Contract Period	Temporary employee
Nearest Station	1 minute walk from Roppongi Station on the Tokyo Metro Hibiya Line

