

Job Detail

Staff Level

Position Title	[Osaka] Trade business
Recruiter Company	SAKURA INTERNATIONAL INC. Arukas Staffing Service Project
Company Name	Company name is private
Activated / Updated	2024-03-19 / 2024-04-30
Job Type	Administrative - International Trading
Industry	Chemicals/Petro-Chemicals
Location	Asia Japan Osaka
Job Description	<p>I will be in charge of import/export trade affairs that support overseas business, and follow-up on administrative processing for overseas sales members.</p> <p>■Business details:</p> <ul style="list-style-type: none">• Preparation of customs documents related to import/export with overseas business partners and negotiation with wholesalers• Negotiations with overseas business partners via email and phone (English)• Cooperation with in-house overseas sales department and purchasing/purchasing department• Sales follow-up work such as translation of documents presented to overseas customers• Interpretation follow-up work when visiting overseas customers and at exhibitions <p>[Countries with transactions] United States/Europe/Southeast Asia/Taiwan/South Korea/China/Russia/India/Middle East, etc.</p> <p>■Organizational structure: Currently, the person in charge of the overseas division is in charge of this work. After joining the company, you will learn the work under a supervisor.</p> <p>■Product strengths: - Recognized in the industry as a long-established manufacturer of plastic physical and chemical equipment, we offer everything from bottles, graduated cylinders, and beakers that are common in laboratories to culture equipment used in the biochemistry field, including iPS cell research. We are particularly conscious of "manufacturing", such as the development of cell transport devices and fluororesin instruments used in the semiconductor field. Recently, we have been focusing on developing unique, one-of-a-kind products by understanding customer needs and adding our own ideas to them, which has earned us a high reputation within the industry.</p>
Company Info	No smoking indoors as a general rule
Working Hours	9:00-18:00 (Regular working hours: 8 hours 0 minutes) Break time: 60 minutes
Qualifications	<p><Required></p> <ul style="list-style-type: none">• Trade office experience• English skills: TOEIC(R) test score of 600 or higher or business level <p><Welcome> Chinese skills</p>
English Level	Fluent (TOEIC 865-)
Japanese Level	Fluent(JLPT Level 1 or N1)
Salary	JPY - Japanese Yen JPY 3500K - JPY 5000K
	<p><Monthly salary> From 242,000 yen</p> <p><Wage breakdown> Monthly (basic salary): 200,000 yen ~ Fixed overtime allowance/month: 42,000 yen ~ (Fixed overtime hours 40 hours 0</p>

Salary Description	<p>minutes/month)</p> <p>Overtime pay for excess overtime work will be paid additionally.</p> <p>*The stated amount may change depending on the selection process.</p> <p>Salary increase: Once a year (April)</p> <p>Bonus: Twice a year (July, December)</p>
Holiday Description	<p>Complete 2-day week (Saturdays, Sundays, and holidays)</p> <p>Annual paid leave (granted after 6 months of joining)</p> <p>summer vacation</p> <p>New year holiday season</p> <p>Congratulatory and condolence leave</p> <p>Number of holidays per year: 120 days</p>
Job Contract Period	<p>Appointment to full-time employee *3 month trial period</p>