

## Job Detail

Staff Level

Position Title	3 times a week - OK! Active staff focused on communication
Staff Company	Sogo Career Option Co., Ltd.
Company Name	Company name is private
Activated / Updated	2024-05-09 / 2024-05-13
Job Type	Sales/AE - HR Sales
Industry	Employment Agency
Location	Asia Japan Tokyo
Job Description	<p>[3rd week - OK! Active staff who mainly focus on communication]</p> <p>No experience required!  You can work from 3 days a week!  First, we will call the companies on the list and guide you to job sites for foreign personnel.  Recommended for those who want to work actively!</p> <p>Once you get used to it, you may find yourself supporting corporate customers or conducting market research.  Our kind seniors will teach you carefully, so it's OK even if you have no experience!  People with no experience are working hard!</p>
Company Info	<p>No experience required!  We have plenty of training time, so you can ask lots of questions about anything you don't understand!  Start your work with peace of mind!  There are many people working there who have no experience in office work!  I work in a stylish office♪  It is OK to balance private life and work♪  You can work according to your lifestyle♪</p>
Working Hours	[Day shift] ☆Choice of working hours☆ ①10:00-15:00 (no break) ②10:00-16:00 (45 minutes break) ③10:00-17:00 (60 minutes break)
Qualifications	<ul style="list-style-type: none"> <li>• No office work experience required!</li> <li>• No industry experience required!</li> </ul> <p>*Interviews are held at the Nishi-Shinjuku office from time to time.  ①Document screening  ②Written exam (calculation questions/general knowledge test)  ③Interview</p>
English Level	Business Conversation Level (TOEIC 735-860)
Japanese Level	Business Level(JLPT Level 2 or N2)
Hour Salary	JPY - Japanese Yen 1500JPY
Estimated Annual Salary	By employment history and skills
Salary Description	<p>[Basic hourly wage] 1,500 yen  [Monthly salary example] (6 months after joining) 235,000 to 240,000 yen  *Incentives available!</p> <p>[Employee benefits]  Social insurance, employment insurance, and workers' compensation insurance  Annual paid leave  Long vacations (summer vacation and New Year's holiday)  Childcare leave/nursing care leave  Salary increases available (subject to company regulations)</p>

Holiday Description	Closed on Saturdays, Sundays, and public holidays *Company calendar available
Job Contract Period	We will inform you of the selection procedure, so please apply.
Nearest Station	5 minutes walk from Shinjuku Station

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