

Job Detail

Staff Level

Position Title	Recruiting full-time employees, hotel front staff, visa support available, work in Tokyo
Recruiter Company	YAMAGATA Corporation
Company Name	Company name is private
Activated / Updated	2024-04-25 / 2024-04-25
Job Type	Hospitality Business Specialists - Floor Staff Hospitality Business Specialists - Hotel Other Job Type - New Graduate & Entry Level
Industry	
Location	Asia Japan Tokyo
Job Description	<p>We will create a hotel where our guests can spend a comfortable time and will be in charge of overall hotel operations. First of all, you will learn customer service, focusing on front desk operations. In addition to customer service, you will be involved in hotel management in a multi-tasking manner, including various clerical duties, event planning proposals, and staff training and guidance. We are looking for people who will be involved in the day-to-day operations of the hotel while providing their own opinions on how we can make the hotel a hotel that will please customers around the world. My job is to create a hotel like no other.</p> <p><Specific job details></p> <ul style="list-style-type: none">• Customer service duties such as reception and guidance as front staff• Event planning and improvement proposal work for hotel management• Various input work such as responding to review comments• Confirmation of equipment inventory and ordering• Various system input work• Staff education, guidance, etc. <p><The best part of work></p> <ul style="list-style-type: none">• We can obtain customer satisfaction through our own services and proposals.• You will gain valuable experience by serving a variety of customers of different nationalities.• You can multi-task all tasks related to hotel management and have a comprehensive understanding.
Company Info	No smoking inside the building
Working Hours	<p>24-hour shift system (8 hours of actual work, 1 hour of break) ■Shift examples: 7:00-16:00, 14:00-23:00, 22:00-7:00, 23:00-8:00, etc. It depends on the hotel and situation.</p> <p>[Night shift] Set based on work proficiency. Depending on the staff, there will be around 5 night shifts per month. During late night hours, extra wages will be paid as required by law. The percentage of night shifts is negotiable, but please refrain from applying if you are unable to work night shifts at all.</p>
Qualifications	<p>■Required experience/ability</p> <ul style="list-style-type: none">• For foreign nationals, Japanese business intermediate level or higher (a level that allows you to deal with Japanese guests in Japanese) *Those who have obtained N1• Preference will be given to those with business level English proficiency (not a requirement) <p>*Even if your English does not reach a business level, you can consider applying if you are motivated.</p> <p>- Must have knowledge of business etiquette (For foreign nationals, working experience in Japan is required)</p>

English Level	Business Conversation Level (TOEIC 735-860)
Japanese Level	Business Level(JLPT Level 2 or N2)
Chinese Level	None
Salary	JPY - Japanese Yen JPY 3000K - JPY 4000K
Salary Description	<p>Estimated monthly salary (example of front office position upon joining) 245,000 yen - 268,000 yen</p> <p>Estimated annual income including bonus is approximately 3.4 million yen to 3.75 million yen (housing allowance is included)</p> <p>Bonus: Yes (twice a year, *paid based on company performance)</p> <p>Salary increase: Yes (twice a year, *depending on individual evaluation and ability)</p>
Holiday Description	<p>Shift system (monthly holidays 8th to 10th)</p> <p>Annual holidays: 115 days</p> <p>Paid vacation: 10 days granted from the day of employment (varies depending on month of employment)</p>
Job Contract Period	Full-time employment
Nearest Station	<p>① 6 minutes walk from Nihonbashi Station</p> <p>② 10 minutes walk from Ginza station</p>