CareerCross

ACS Japan

【MATLAB】 Technical Translator / Development Support

Global Engineering Company

Job Information

Recruiter
ACS Japan

Job ID
1493010

Industry
Automobile and Parts

Job Type
Permanent Full-time

Location
Aichi Prefecture

Salary
Negotiable, based on experience

Refreshed
October 14th, 2024 01:00

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Fluent

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

［業務内容］ Responsibilities

- Translation work from Japanese to English/ English to Japanese for the documentations and emails in Automotive engineering domain
- On time translation (from Japanese to English and English to Japanese) in the project meetings. (For making effective communication between Japanese speaking customer and English-speaking team members)
- Administration support for Development team
- (Admin contact, Equipment arrangements/dispatching, Contract creation support, Meeting schedule arrangement, etc.)
- Development office counter and management.
- Communication with Development team: Emails, Telephone, Web-base, Face to face meeting with Domestic/Overseas members

［客先］Client

国内大手多国籍自動車製造企業

Leading Japanese multinational automotive manufacturer

Required Skills

■必須要件■ Must Have

- Translation work experiences more than 5 years (J to E, E to J) in Automotive engineering domain
- TOEIC score: over 800
- Admin/clerical work experiences
- Possible to work in a bright and cheerful manner with team.
- High level communication
- Possible to work with flexible mind

■語学力■ Language Skill

- Japanese – Native Japanese or JLPT N2 or above

Company Description