

**【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

January 20th, 2025 04:00

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
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Company Description