IT Bridge Engineer/PMO

International Environment

Job Information

Temp Agency
Randstad K.K., Professionals

Hiring Company
International Luxury Company

Job ID
1503605

Industry
Retail

Company Type
Large Company (more than 300 employees) - International Company

Non-Japanese Ratio
Majority Non-Japanese

Job Type
Temporary

Location
Tokyo - 23 Wards

Salary
4 million yen ~ 5 million yen

Holidays
Weekends and Public Holidays

Refreshed
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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

フランスと日本の本社間をつなぐ、やりがいのあるIT PMO のポジション！語学力を活かしてグローバルな活躍をしませんか？

【ポジション概要】
フランス本社と日本本社間のIT関連のチケット対応を担います。ITシステムに関する基本的な知識があれば十分です。英語と日本語の堪能なコミュニケーション能力を活かし、スムーズな情報伝達と問題解決を推進します。グローバルなチームの一員として、円滑な業務遂行に貢献できる、やりがいのあるポジションです。

【業務内容】
・フランス本社と日本本社間のIT関連チケットの受付と対応
・問題解決に向けた関係部署への情報伝達と調整
チケット管理システムの運用
・必要に応じて、関連資料の作成と翻訳

Exciting opportunity to bridge communication between France and Japan HQ for a leading global luxury company!

[Role & Responsibilities]
Imagine yourself as a key link between the French and Japanese headquarters of a global luxury company. You will be responsible for handling IT-related tickets, ensuring smooth communication and efficient resolution of technical issues. You'll play a vital role in keeping things running smoothly across different time zones and cultures. This is an excellent opportunity for a junior IT professional looking to build international experience and expand their skills in a fast-paced environment.

Main tasks include:
- Manage and prioritize IT-related tickets received from both French and Japanese headquarters.
- Clearly and accurately translate technical information between Japanese and English.
- Collaborate with IT support teams in both locations to resolve issues efficiently.
- Maintain comprehensive records of all tickets and resolutions.
- Proactively identify potential IT issues and implement preventative measures.

Required Skills

・日本語：ネイティブレベル
・英語：ビジネスレベル
・IT関連の基礎知識
・問題解決能力とコミュニケーション能力

－Fluent in Japanese and business-level English.
－Basic understanding of IT systems and processes.
－Excellent communication and interpersonal skills.
－Strong problem-solving and organizational abilities.
－Experience in a similar role is a plus, but not essential for a highly motivated and quick-learning candidate.

Company Description