



JAC Recruitment

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Indonesia

PR/122612 | Japanese Interpreter

Job Information

Recruiter

JAC Recruitment Indonesia

Job ID

1510504

Industry

Audit, Tax Accounting

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

December 11th, 2024 18:42

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Job Description :

- The role involves interpreting and translating from Japanese to Indonesian, and vice versa, during meetings, presentations, and negotiations.
- The Interpreter will also be responsible for translating documents, emails, and reports.
- Assistant to Japanese Manager in day-to-day activities interpret meetings and other business activities.
- Bridge communication between Japanese expatriate and local staff.
- Other related tasks as assigned.

Job Qualification :

- Candidate must possess at least bachelor's degree in Japanese literature/Languages or equivalent.
- Fluent in Japanese languages both oral and written.
- Business Level communication in Japanese (JLPT N1/N2).
- Proficient in English both oral and written.
- Good communication skill and pro-active.
- Always eager to learn new things.
- Can conduct overtime work or domestic business trip.
- Have experience for at least 2 years as apprentice in Japan/ Japan Company is preferable.
- Able to work independently or as team player and tight schedule.

- Able to operate computer (Must: Excel, Ms Word, Point).
- Experience worked in Japan for multiple years in the past.

Company Description