



JAC Recruitment

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Indonesia

## PR/122612 | Japanese Interpreter

## Job Information

**Recruiter**

JAC Recruitment Indonesia

**Job ID**

1512248

**Industry**

Audit, Tax Accounting

**Job Type**

Permanent Full-time

**Location**

Indonesia

**Salary**

Negotiable, based on experience

**Refreshed**

April 16th, 2025 08:01

## 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.

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## Company Description