


Authentic Indication

Client Onboarding Specialist | 新卒の方も業界初心者も安心！OJT研修で基礎から学べる環境です  Exclusive job

★丁寧な敬語使用したお客様対応経験 ★金融関連のプラットフォーム運用サポート

Job Information

Hiring Company

Authentic Indication

Job ID

1516682

Industry

Software

Company Type

Small/Medium Company (300 employees or less)

Non-Japanese Ratio

(Almost) All Non-Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Chiyoda-ku

Train Description

Sobu Line Rapid (Chiba-Tokyo), Shin Nihombashi Station

Salary

4 million yen ~ 6 million yen

Refreshed

January 23rd, 2025 09:23

General Requirements

Career Level

Entry Level

Minimum English Level

Business Level (Amount Used: English usage about 50%)

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

Authentic Indication について

We provide a platform for an easy and secure communication for equity trading. It enables IOI (Indication of Interest) messaging between brokers and institutional traders via a secure, cloud-based system. It allow Hedge Fund and Asset Management trading teams to submit encrypted IOIs directly to the platform, where the information is held in escrow until conditions specified by the submitter are satisfied.

職務概要

In this role, you will introduce the Authentic Indication platform to Corporations (i.e. Banks and Insurance Companies),

Hedge Funds, and Asset Managers. To fulfill this function, the following tasks will be part of your responsibilities:

※金融関連用語を聞いたことなくても問題ありません。

当社プラットフォームは世界発のプロダクトの為、実際に業務を担当する前に、一定の期間研修を行い、サービス内容を熟知したうえで、業務をお任せします。

- Conduct demonstrations for Users of the Authentic Indication platform in Japanese
- Contact and follow-up with Users for onboarding
- Translate English marketing material into Japanese for posting on LinkedIn
- Assist with development of demonstration videos in Japanese for Users of the platform

入社後の初3か月

First Month : Learn about our industry, product, and your role

- Product training - learn about Authentic Indication
- Learn about our business sector, what is Institutional equity trading?
- Get to know your role - learn the demo tools, and shadow our CEO in meetings!

Second Month : Gradually put what you learned to practice

- Get more exposure to different cases - continue to shadow meetings
- Begin to follow up and lead demonstrations for Japanese Users, with support present
- Learn how to record instructional videos that can be sent to Users

Third Month : You are ready!

- Independently conduct demonstrations for Users, in English or Japanese

Once you are comfortable with your client follow up and demo meetings routine, you will have opportunities to leverage your language skill to help the team with marketing, operational, and business expansion activities. Work on company's online presence, produce instructional videos for users, and assist the CEO & CTO coordinate expansion of the platform into overseas markets.

Required Skills

必須条件

- Native Level (敬語) in Japanese to communicate to external party
- Business Level fluency in English for internal communication
- Presentation skills - the ability to conduct a demonstration in person or online in Japanese

歓迎条件

- Basic knowledge of financial markets
- Translation experience
- Experience working with PowerPoint, KeyNote, or other presentation applications

福利厚生

- Remote work flexibility
- Flex-time available
- English/International Environment: Internal language is English + opportunity to work with overseas clients
- Potential for overseas relocation as the company grows
- Annual paid vacation (10 days)
- Special leave for special occasions
- Salary increase: Yes
- Bonus: Yes
- Stock Options: Yes
- Transportation expenses provided (subject to regulations)
- Overtime pay (exceeding fixed overtime hours)
- Travel allowance
- Complete social insurance (health insurance, welfare pension, employment insurance, workers' compensation insurance)
- Childcare leave
- Health check available

Company Description