

MichaelPage

www.michaelpage.co.jp

PMサポート業務@大手IT企業

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Job Information

Recruiter

Michael Page

Job ID

1520521

Industry

Internet, Web Services

Job Type

Temporary

Location

Tokyo - 23 Wards

Salary

Based on hourly rate

Hourly Rate

¥3600 - ¥4400

Refreshed

February 5th, 2025 06:49

General Requirements

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

PMのサポートをご担当いただきます！

企業情報

大手IT企業

職務内容

- Project Management Support, Assistant for developing proposals on information security measures for business divisions, Support for preparation and implementation of regular meetings.

条件・待遇

社保完備

在宅勤務

応募は、以下の応募ボタンからお願いします。詳細につきましては、Maika Endoにお問い合わせください+81357337160。

Required Skills

Creating the materials by using Microsoft 365 Excel, PowerPoint, Outlook, Teams and Confluence, BOX

Japanese: Native, English: Read and write

Experiences which are related IT security project

Company Description

大手IT企業