



PR/094042 | [EN] Assistant for a reputable Japanese bank

募集職種

人材紹介会社

JAC Recruitment Vietnam Co., Ltd

求人ID

1513471

業種

銀行・信託銀行・信用金庫

雇用形態

正社員

勤務地

ベトナム

給与

経験考慮の上、応相談

更新日

2025年01月21日 17:00

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ビジネス会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

LOCATION

In Hanoi

COMPANY OVERVIEW

Our client is a Japanese bank

JOB RESPONSIBILITIES

- Act as an interpreter and translator from English to Vietnamese and vice versa for business alignment with our partner.
- Communicate with relevant sections for reporting on the business alignment.
- Handle necessary administrative arrangements for the above business alignment.
- Support business planning for the retail segment, including market research, professional interviews, and discussions

with relevant sections.

JOB REQUIREMENTS

- Degree in Economics, Banking, Finance, or related fields.
- Languages: Fluent in English (both oral and written). Candidates with work experience in foreign companies or Japan are preferred.
- Preferably with experience in banking, especially in foreign. Experience in retail business planning is an advantage.
- Skills: Strong interpersonal and communication skills, teamwork, responsibility, initiative, and the ability to work under pressure. Excellent computer skills, especially in office software.
- Additional Preferences: Being fluent in Japanese is an advantage

BENEFITS

- Professional working environment.
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会社説明