



Technical Writing at a Manufacturing Company

position

募集職種

人材紹介会社

株式会社サイマル・ビジネスコミュニケーションズ

採用企業名

Electronical Equipment Manufacturing Company

求人ID

1513864

業種

通訳・翻訳

雇用形態

契約

勤務地

兵庫県, 西宮市

最寄駅

神戸本線、西宮北口駅

給与

経験考慮の上、応相談 ~ 300万円

ボーナス

固定給+ボーナス

勤務時間

8:35 ~ 17:20 (1 hour break)

休日・休暇

Saturdays, Sundays and holidays are business holidays

更新日

2024年12月24日 13:55

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

流暢

日本語レベル

流暢

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可が必要です

募集要項

We have a technical writing and manual translation position at a company which manufactures navigation and

communications equipment for vessels, and other industrial equipment for various industries such as healthcare. The division consists of staff members from different cultural backgrounds in all generations. Basically attending at the office is necessary, but you can work from home once a week. If you have experience in English technical writing or manual translation from Japanese to English, please contact us!

【Job Description】

Making operation manuals and instructions for the products in English. Writing English materials for development documents.

【Tools to be used】

Writing tool: Adobe FrameMaker · Adobe Illustrator

Translation : Trados、DeepL

【Hiring Process】

Document screening → Aptitude test → Interview

*BOTH Japanese and English Resume/CV need to be submitted

【Other Info.】

- In addition to the weekly business holidays, there are New Year holidays and summer break (9 and 4 consecutive days respectively). Total of 125 days of day-offs.

- Annual salary range from ¥2,400,000～¥3,000,000 (with bonuses twice a year)

スキル・資格

【Requirements】

- Japanese proficiency equivalent to JPLT N1 (if you're English native)
- English proficiency equivalent to TOEIC 900 (if you're not English native)
- Basic PC skills (Word, Excel etc.)
- Experience on manual translation

【Desirable Skills】

- Knowledge on XML and Illustrator

会社説明