



Recruit Information

Front desk staff at international student dormitories where young people from all over the world gather

Monthly salary **¥ 230,000 ~ 290,000** Employment form : **Contract employee** Work location : **tokyo** JOB CODE : **9661-0**

Japanese level	Advanced (Business Level ※N1),Intermediate level (daily conversation level ※N2,N3),Native
Application condition	People who can speak Japanese and English everyday, Chinese is better.
Company name / Store name	ユニネスト合同会社 (HAKUSAN HOUSE/KAMIKITA HOUSE)
Work location	東京都杉並区下高井戸4-6-5 Toei Mita Line 3 3 minutes on foot from Hakusan Station / Keio Line 7 7 minutes on foot from Kamikitazawa Station
Working date	Shift system (morning service 8: 00-17: 00 late service 11: 00-20: 00)
Job introduction / message	<p>I want to make use of my English and Chinese language skills, I love cross-cultural exchange, I'm interested in creating a community space, and I'm confident in smiling! If you have this kind of feeling, why don't you support student life with us Uninest?</p> <p>I want to make an international student residence like this! !</p> <ul style="list-style-type: none"> Environment where international students can live with peace of mind from the day they move in Community space where students with individuality can enjoy life Support staff to watch students and spend a fulfilling day Students and staff hold fun dormitory events together <p>◇ Front work (reception and office work) Reservation support, contract document creation / management, telephone / email inquiry support, etc. There is also PC operation, but there is no problem if data can be input.</p> <p>◇ Conversation and support with dormitory students Answers questions from dormitories about student dormitories. Sometimes I sometimes consult with dormitories... ♪</p> <p>◇Event planning and management assistance Recently, we held movie nights, karaoke parties, DJ nights, etc. We plan and manage various events.</p> <p>◇Other Respond to visitors and tours, ascertain the number of vacancies in the hall, patrol management common areas, check, etc.</p> <ul style="list-style-type: none"> Japanese and English daily conversation level. I like to communicate. Has a hospitality mind for dormitory students. We can value teamwork and work while helping each other. I can think and act by myself with the main system. I can act in consideration of priority. Even if they have not been taught, they can grasp the current situation and derive a solution to the problem. I am eager to learn. I can commit to this work responsibly. I have an understanding and interest in different cultures. <p>In order to create a more comfortable space, we are looking for front staff who will operate the international student dormitories "HAKUSAN HOUSE" and "KAMIKITA HOUSE" currently operating in Japan.</p>
Type of occupation	Customer service,Real estate
Company Features	A venture company,I have employees of a foreign nationality
Schedule	Shift system
Treatment・Benefits	Visa acquisition support,Bonus・bonus available,Transportation expenses,Health Insurance / Labor Insurance,Employee appointment available
Company profile	Company name : ユニネスト合同会社

<p>Apply for this job I want to know more →</p> <p>JOB CODE 9661-0</p>		<p>Let's get an offer →</p> <p>Let's register as a user, and earn scouts and offers. Even my job change place, my new graduate, my interns, my part-time job! There are various offers. https://a-g-h.net</p>	
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A global harmony

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