

Recruit Information

正社員【中国本社の日本法人で中国語・英語を活かした一般事務と貿易関連営業アシスタント】

Monthly salary **¥ 170,000 ~** Employment form : **Part-time** Work location : **kanagawa** JOB CODE : **9799-0**

Japanese level	Advanced (Business Level ※N1),Intermediate level (daily conversation level ※N2,N3),Native
Application condition	日本語レベル：N2以上 学歴：短期大学卒業以上 中国語もしくは英語ができる方大歓迎 機械・電気系の商社（総合商社）および メーカー勤務の事務の経験がある方大歓迎
Company name / Store name	Company name not disclosed (please contact us)
Work location	神奈川県横浜市戸塚区川上町 JR東戸塚駅 徒歩3分
Working date	9:00～18:00 (実働8h)
Remuneration of salary and working hours	～給与備考～ 経験や能力によって異なる 長期契約の場合3ヶ月定期代支給 ～勤務時間備考～ 残業勤務有り 休憩時間12:00～13:00 平日のみ勤務 夏季休暇日・年末年始休暇日有り
Type of occupation	Secretarial / Secretary,Business・ Business planning,Trade・ Import・ Export
Company Features	Annual holiday more than 120 days
Schedule	Saturdays and Sundays are off,5 days a week
Treatment・Benefits	Transportation expenses,Health Insurance / Labor Insurance,Training system available
Company profile	Company name : Company name not disclosed (please contact us)

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A global harmony

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