

Jacob Acacio

Tokyo, Japan

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PROFILE

- Trilingual professional with wide experience in sales and business development.
(Native in Spanish with Business level skills in Japanese and English)
- Leadership skills with ability to motivate other team members.
- Capable to deal with people in multicultural environments.
- Strong negotiation skills.
- Power to facilitate communication processes.
- Coordination over matters with two or more parties to reach agreements.
- Eager to constantly learn and improve.

EDUCATION

National Autonomous University of Mexico (UNAM)
Communication Studies and Journalism

Mexico City, Mexico
2006 - 2010

OBJECTIVE

To utilize my experiences and language skills as well as my intercultural understanding in a position that allows me to develop smooth multinational business, relations and processes.

WORK EXPERIENCE

Michael Page International (Japan) K.K. (Recruitment Consulting Firm)
Consultant

Tokyo, Japan
2017 – current

- Provide recruitment strategies to clients.
- Business development through constantly contacting clients to understand their recruitment needs.
- Interview candidates to understand their background and skills.
- Advise candidates in their job hunting.
- Find opportunities to match client needs with appropriate candidates.
- Actively promote the business to candidates and clients.
- Attend team and company meetings.
- Contribute to team activities and initiatives and share market information across the team.

Tsurumi Manufacturing Ltd. (Manufacturing Company)
Sales Representative

Osaka City, Japan
2014 – 2016

- Supported to local sales from the Head Quarters coordinating with the production plants to provide technical details, making quotations, scheduling production of pumps and spare parts, etc.
- Analysis of sales in the Latin American Market.
- Overseas business trips to attend to Manufacturers exhibitions and meeting with clients/subsidiaries.
- Oral interpretation at meetings and translation of documents (Japanese-English-Spanish).
- Received training at the Head Quarters and at the Kyoto Plant in order to understand the products of the company and the way they are produced. Part of the training was also staying at a Buddhist temple in order to understand the *Japanese Way*.

TOP en Español (Recruiting Agency)*Start-up / Business development*

Mexico City, Mexico

2013 – 2014

- In Charge of the Start-Up Operations in Mexico bringing the company from zero to be one of the most known and preferred recruiting agencies by Japanese companies in Mexico.
- Received training at the offices of New York and Los Angeles.
- Before the company was established, main activities were: Market Research, elaboration of promotional materials, oral interpretation at meetings and translation of documents (Japanese-English-Spanish), dealing with lawyers and the Mexican Institutions to register the company in the Mexico, etc.
- In charge of the operations in Mexico. Main activities were:
 - Managing a team of 5 people
 - Recruiting and training staff for the Mexico branch.
 - Contacting companies to offer the company's services.
 - Business trips in Mexico to visit clients, as well as walk-in sales.
 - Holding meetings with clients to understand their needs.
 - Constantly visiting universities all around the country to meet future potential candidates.
 - Recruiting, screening and introducing personnel to clients in order to satisfy their needs.
 - Cold calls to develop business relationships.

After graduating from college I was involved in different universities and a project, teaching the Japanese language and spreading the interest in the culture.

The Japan Foundation*Administrative Assistant / Assistant Teacher of Japanese Language and Culture*

Mexico City, Mexico

2012 – 2013

- Team member of the “Marugoto” teaching system.
- Participated in the elaboration of syllabus and lesson plans to introduce this new system at Liceo Mexicano Japonés.
- Revised and correct grammar of the Marugoto book.
- Oral interpretation at meetings and translation of documents (Japanese -Spanish).
- Research and contact Japanese Language institutions in Mexico.

National Polytechnic Institute (IPN)*Japanese Language Teacher*

Mexico City, Mexico

2011 – 2012

- Elaborated educational materials
- Elaboration of lesson plans.
- In charge of 4-5 different classes per period.

National Autonomous University of Mexico (UNAM)*Japanese Language Teacher*

Mexico City, Mexico

2010 – 2012

- Elaboration of the syllabus of 2-4 classes per period.
- Elaboration of educational materials
- Elaboration of lesson plans.
- Elaboration of placement tests.
- In charge of two classes per period.