## PASONA SINGAPORE

Pasona is a top professional human resources company from Japan, specializing in permanent placements across the international boundaries.

We have offices in Singapore, Tokyo, Hong Kong, Taiwan, Thailand, Indonesia, China, India, Canada and the USA.

Pasona Singapore provides special needs and service associated with the international recruitment market with the multilingual consultants proficient in English and Japanese.

We are looking for <u>Japanese Speaking fresh graduates</u> for our clients which consist of large multinational corporations as well as Japanese companies with established global and domestic.



No	Client's Information	Position	Job Description	Requirements
SG/001	Japanese Banking/Finance Company	Sales Coordinator	Handle sales administration, sales support and general administration  Location: Central  Salary: \$2,700	JLPT 2/ JLPT 1
SG/002	Japanese IT company	Sales Executive	Assisting in the Sales & Marketing of new business development.  Location: Central  Salary: \$2,800	JLPT 2/ JLPT 1
SG/003	Japanese Construction company	Accounting Assistant	Assisting the Accounting department  Location: Central  Salary: Up to \$3,000	JLPT1
SG/004	Japanese Logistics company	Administrator	Support in general affairs activities and translation  Location: West  Salary: \$2,800	JLPT2 / JLPT1
SG/005	Japanese Trading Company	Administrator	Overall office and secretarial support; new set-up company  Location: Central  Salary: \$2,800	JLPT 3 / JLPT 2 / JLPT1
SG/006	Japanese Realty company	Sales Executive	Provide overall sales support of Real Estate investments in Singapore and Johor Bahru Location: Central Salary: \$3,000	JLPT 2/ JLPT1
SG/007	Japanese Trading Company	Sales Admin Executive	Support in Logistics, Operations and Sales support activities  Location: East Salary: \$2,800	JLPT 4/ JLPT 3
SG/008	Japanese Trading Company	Customer Service Executive	Manage incoming calls from clients on payment status and procedures  Location: North-East Salary: \$2,800	JLPT 2/ JLPT1

Send in your resume in MS. Word format to <a href="mailto:jsdesk@pasona.com.sg">jsdesk@pasona.com.sg</a> now!