

JAPANESE EMPLOYMENT OPPORTUNITIES



Are you looking for employment which requires bilingual skills in Japanese and English? Or are you interested in working in Japan? This flyer will provide you with a head start in looking for Japanese related employment. This is not an exhaustive list, so you are encouraged to do your own research by looking through the websites and contacting the institutions and organisations provided in this list. Email addresses and specific contacts can be found on the websites.

Seeking employment from Australia

Language school offices (Native English speakers required. Recruitment for Japan)

AACE – Australia Asia Centre for Education Exchange Pty. Ltd.

A Representative Office of Nova Group
Level 8, 30 Collins Street, Monash University
Building, Melbourne, VIC. 3000, Australia
Ph: 03 8612 5550, Fax: 03 9903 8060
Web: <http://www.aace.net.au/teach/>
(Only for VIC, TAS & SA residents. For others, please see Nova Corporation below.)

AEON Intercultural Pty. Ltd.

AEON Corporation Level 66, MLC Centre, 19-29
Martin Place, Sydney NSW 2000
Ph: 02 9238 2348, Fax: 02 9238 2355
Web: <http://www.aeonet.com/>

ECC (Education Through Communication for the Community)

ECC Australia Representative Office c/o AMAC
Educational, PO Box 780, Stirling S.A. 5152
Ph: 08 8370 9293, Fax: 08 8370 9102
Web: <http://www.japanbound.com/>

GEOS Corporation

Level 1, 277 Flinders Lane, Melbourne VIC, 3000
Ph: 03 9654 6666, Fax: 03 9654 6208
Web: <http://www.geoscareer.com/>

Japan Exchange and Teaching Program (JET)

Consulate-General of Japan, Japan Information
and Cultural Centre, 45th Flr, Melbourne Central
Tower, 360, Elizabeth Street, Melbourne VIC 3000
Ph: 03 9639 3277, Fax: 03 9639 3829
Web: <http://www.melbourne.au.emb-japan.go.jp/>
(Australian citizens only. For all other nationalities,
see website: http://www.mofa.go.jp/j_info/visit/jet/)

NOVA Corporation

Level 23, 141 Queen Street, Brisbane, QLD, 4000
Ph: 07 3221 6991, Fax: 07 3221 6992
Web: <http://www.teachinjapan.com/>

Hospitality and Tourism

The Japan Hospitality Internship Program

Suite 509, 368 Sussex Street, Sydney NSW 2000,
Australia
Ph: 02 9267 7862, Fax: 02 9267 7863
Web: <http://www.jhip.org/>

Seeking employment from Japan

Employment service centres in Japan

These centres provide information relating to
employment, placement and counselling to foreign
students studying in Japan.

Tokyo Employment Service Centre for Foreigners

Hello Work Shinjuku (Kabukicho Chosa, 3rd Fl.,)
2-42-10 Kabukicho, Shinjuku, Tokyo 160-8489
Ph: 03 3204 8609, Fax: 03 3204 8619
Web: <http://www.tfemploy.go.jp/>

Osaka Employment Service Centre for Foreigners

Umeda Centre Bldg., 9th Flr., 2-4-12 Nakazaki-
nishi, Kita-ku, Osaka 530-0015
Ph: 06 6485 6142, Fax: 06 6485 6141
Web: [http://www.ysp1-unet.ocn.ne.jp/gaisen/
E_webpage/e-toppage.htm](http://www.ysp1-unet.ocn.ne.jp/gaisen/E_webpage/e-toppage.htm) This website also
features the *Guide for Foreigners Working in
Japan*.

Other institutions

Japan Association for Working Holiday Makers

Tokyo – Head Office
Sun Plaza 7F, 4-1-1 Nakano, Nakano-ku, Tokyo,
Japan 164-8512

Ph: 03 3389 0181, Fax: 03 3389 1563

Web: <http://www.jawhm.or.jp/eng/>

(Only for working holiday-makers from Australia, New Zealand, Canada, Korea, France, Germany and the UK, which have working holiday-exchange agreements with Japan)

**INTERAC Selnate Consulting Group,
Recruiting Department** (language school recruitment)

Fujiibo Building 2-10-28 Fujimi, Chiyodu-ku,
Tokyo, Japan 102-0071

Ph: 03 3234 7857, Fax: 03 3234 6055

Web: <http://www.interac.co.jp/recruit/>

(Overseas recruiting also conducted in Australia and America –see website for more details)

Japanese students seeking employment

Overseas career forums

Careerforum.net

Web: <http://www.careerforum.net/> (Japanese, English available)

Provides information on career forums held in Tokyo, London, Boston and Shanghai that recruit bilingual Japanese into multinational companies.

Other useful websites

General information/ job-search

Asia-Net

<http://www.asia-net.com/jp/>

Bi-lingual Jobs

<http://www.midcareer.com/>

Bright Inc.

<http://www.bright777.com/> (Japanese)

Bridge Group

<http://www.bridgegroup.co.jp/>

Career Cross Japan

<http://www.careercross.com/>

Foreign Executive Women of Japan (FEW)

<http://www.fewjapan.com/>

InterCareer Net Japan

<http://www.intercareer.com/japan/> (Japanese)

Japan Chamber of Commerce & Industry

<http://www.cin.or.jp/job/> (Japanese)

Japanese Jobs

<http://www.japanesejobs.com/>

Japan Jobs Center

<http://jobs.asiabot.com/japan/>

Japan Jobs Guide

<http://www.japanjobsguide.com/>

Japan Times Job

<http://job.japantimes.com/>

International students seeking employment

Japanese recruitment agencies overseas

These agencies, based overseas, recruit both native Japanese and non-native Japanese speakers for various positions such as sales and marketing staff, engineers, IT professionals, accountants, customer service officers and many more.

Adecco Japanese Recruitment Centre

Ph: 65 6225 3184, Fax: 65 6737 9915

Web: <http://www.adecco-asia.com/singapore/index.asp>

Based in Singapore (Not specified if Singaporean nationality is required)

JAC Singapore

Ph: 65 6323 4779, Fax: 65 6323 4673

Web: <http://www.jac.com.sg/>

Based in Singapore (Recruitment offices also available in Japan, UK, Malaysia and Indonesia)

Recruit

Recruit Ginza 8 Building, 8-4-17, Chuo-ku, Tokyo 104-8001 (Headquarters)

Web: <http://www.recruit.co.jp/>

Based in Japan (See website for access to its job search engine)

Tempstaff Singapore Pte. Ltd.

Ph: 65 6226 1308, Fax: 65 6226 3889

Web: <http://www.tempstaff.com.sg/>

Based in Singapore (Other nationalities also welcomed)

JIN Plaza Bulletin Board	http://jin.jcic.or.jp/
Jobs Abroad.com	http://www.jobsabroad.com/Japan.cfm
Jobs in Japan	http://www.jobsinjapan.com/
Jobs Seek Japan	http://www.jobseekjapan.com/
Nikkei Recruiting Navi	http://job.nikkei.co.jp/ (Japanese)
Oak Associates	http://www.oakassociates.co.jp/
Rikunabi	http://kaigai.rikunabi.com/
Schauwecker's Guide to Japan	http://www.japan-guide.com/
Shikiho Recruiting Web	http://job.toyokeizai.co.jp/ (Japanese)
Student Recruiting Information Centre	http://www.gakujo.ne.jp/ (Japanese)
Support for Changing Jobs	http://www.inte.co.jp/tenshoku/ (Japanese)
The Japan Institute of Labour Policy and Training	http://www.jil.go.jp/
Tokyo Connections	http://www.tokyoconnections.com/
Willing Workers on Organic Farms in Japan	http://www.woofjapan.com/
Work Data Bank	http://www.workdatabank.co.jp/ (Japanese)
Work in Japan.com	http://www.daijob.com/wij/
Work Tank	http://www.worktank.co.jp/ (Japanese)
Yahoo! Employment	http://rikunabi.yahoo.co.jp/ (Japanese)
Yomiuri Job Search	http://www.yomiuri.co.jp/job/ (Japanese)

Companies

Access Technology	http://www.accesstech.com/
April International	http://www.aprilinternational.com/home.asp
Career Information	http://www.ejbox.com/carifo/ (Japanese)
Diamond LEAD Job-Hunting Navi	http://www.shukatsu.jp/ (Japanese)
DreamArts (Japanese)	http://www.dreamarts.co.jp/
East West Consulting	http://www.ewc.co.jp/en/
Ingenium	http://www.ingeniumgroup.com/
InterSearch Japan	http://www.intersearchjapan.com/
JAC Japan	http://www.jacjapan.co.jp/ (Japanese)
Job-Net Hokkaido	http://www.haj.co.jp/ (Japanese)
Job Dragon	http://www.jobdragon.com/index_e.asp
Kigyo Chance Internet	http://www.valley.ne.jp/chance/ (Japanese)
KNY International	http://www.k-n-y.com/
Mainichi Recruiting Navi	http://www.mycom.co.jp/mcom/english/business/jobinfo.html (Japanese)
Managemates International Group	http://www.managemates.org/
Michael Page Japan	http://www.michaelpage.co.jp/
Pacifica Consultants	http://www.pacifica.co.jp/

Personnel dot.com	http://www.91922.com/
Pritchard Dunham Inc.	http://www.pd-search.com/
Recruit Navi	http://www.recruitnavi.com/ (Japanese)
Saft's Success Stories	http://www.marksaft.com/
Stoneman Corporation	http://www.stonemancorp.com/
Taoworks Co.	http://www.taoworks.com/home/
Toryumon	http://toryumon.or.jp/ (Japanese)

Teaching in Japan links

General links and information	http://www.teachinginjapan.com/japan.html
ESL Worldwide.com	http://www.eslworldwide.com/
Teaching English in Japan	http://www.teaching-english-in-japan.net/
The Nova Union of Teachers	http://www.novaunion.com/
Japan Links – EFL in Asia	http://www.geocities.com/Tokyo/Flats/7947/japan.htm
O-Hayo Sensei	http://www.ohayosensei.com/
Wisdom 21	http://www.wisdom21.com/

Resources

- **Working in Japan** - This guide can be obtained from Consulate-General of Japan, Japan Information and Cultural Centre, 45th Floor, Melbourne Central Tower, 360 Elizabeth Street, Melbourne VIC 3000.
- **Google Directory** - A directory with lots of job search links related to Japanese employment http://directory.google.com/Top/Regional/Asia/Japan/Business_and_Economy/Employment/

Please note that the above information was correct and to the best of our knowledge at the time of printing. Due to the extremely fast rate of change in the labour market, we cannot guarantee currency of the information contained in this flyer.