



we are looking for a

## **Customer Services Staff (m/f/d)**

to manage communication between factory and sales

### Responsibilities

- Negotiate and adjust each department in the factories.
- Manage and coordinate to resolve subject, trouble and theme

### Requirements

- Excellent communication skills for negotiation and coordination below topics
  - Delivery schedule, Quotation, OEM control
  - Design data receiving and technical inquiry
  - Quality trouble inquiry and rejection operation and procedure
  - Factory audit inquiry
  - Raw material inquiry
  - Credit control inquiry
- Excellent written and spoken English skills
- Excellent written and spoken Japanese language skills

### Our ideal candidate

- Self-motivated and proactive personality
- Independent and autonomous working style
- Strong analytical and problem-solving skills
- Preferably written and spoken Chinese language skills

We offer you the opportunity to grow with new challenges in a dynamic, international environment and a performance-oriented salary and bonus to value your individual talent and experience. If you are interested in this opportunity, please send your detailed application stating your desired salary and earliest entry date.

We are looking forward to receiving your application at

> **[takao\\_1.okada@toppan.co.jp](mailto:takao_1.okada@toppan.co.jp) / [noritoshi\\_1.tomikawa@toppan.co.jp](mailto:noritoshi_1.tomikawa@toppan.co.jp)**

**Headquarters / Shiga Plant**

**1101-20, Myhoji-cho, Higashi-ohmi, Shiga 527-0046 Japan**