

Japan National Tourism Organization was established in 1964 as a statutory organization by law under the direction of Ministry of Land, Infrastructure and Transport in Japan. We aim to promote and enhance the tourism in Japan by organizing promotions in overseas, providing information to tourists and contribute to events who aim to attract tourists visiting Japan.

For our growing needs, we are now looking for high caliber candidates to fill the following position.

Marketing Executive

DUTIES

- ➔ In charge of research, marketing and promotional duties in Hong Kong, Macao and Guangdong Province
- ➔ Handling incoming enquiries and contacts from external
- ➔ Arranging delivery of pamphlets and booklets for promotion and perform stock-taking
- ➔ Drafting and publishing news letters
- ➔ Leading familiarization trips to Japan for the industry or media of Hong Kong

REQUIREMENTS

- ➔ University graduated, majored in Japanese Language / Business / Marketing related subjects
- ➔ Passed in JLPT level 2 or above
- ➔ Good command of spoken and written Japanese / English / Mandarin
- ➔ PC knowledge in MS Word, Excel and Chinese Word Processing
- ➔ Working under pressure and able to meet tight schedules

WORKING CONDITIONS

- ➔ 5-days working
- ➔ Working in office hours (09:00 – 18:00)
- ➔ Medical insurance, Year-end bonus and annual leaves will be included
- ➔ Negotiable salary

Interested parties please send your application to Mr Ozaki by post (Address: Suites 3704-05, 37/F Dorset House, Taikoo Place, Quarry Bay, Hong Kong) or via e-mail (hkg2@jnto.org.hk). Applicants are required to attend a written test and an interview. All personal information collected is solely used for recruitment process.