

Job Opportunity at Consulate General of Japan in Detroit

Currently the Consulate General of Japan in Detroit has an opening for the position of housekeeper/server. The main duty of the housekeeper/server is to clean and maintain the official residence of the Consul General. The housekeeper/server is also responsible for working official dinners and receptions at the residence, including event preparation and clean-up, and food and drink service. In addition to, candidates will be required to perform other duties as assigned.

Job Information:

1. Position will begin October 2, 2015
2. Basic Working Hours: Mon-Fri, eight hours a day (specific time will be determined through consultations). Overtime is required for official dinners and receptions.

Candidates must meet the following requirements:

1. English Speaker
2. Professional demeanor and time management skills
3. High school graduate, or higher
4. Resident of Michigan or green card holder, if of different nationality

The deadline for application is September 15 , 2015.

If interested, please email, or fax the following information:

1. Name
2. Address
3. Email address and telephone number
4. Cover letter
5. Resume
6. Any certifications you may hold

Please send the above information and your resume to: info@dt.mofa.go.jp Fax: 313-567-0274

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