

The Consulate General of Japan in Detroit currently has a job opening for the position of "Consular staff." The main duty of the consular staff is handling the Consulate General's services, but candidates will be required to perform other duties as assigned.

Job Information:

1. For immediate hire/ Starting from November 6, 2015.
2. Working Hours: Mon-Fri 9:00am to 5:00pm

Candidates must meet the following requirements:

1. Both English and Japanese conversation abilities desirable
2. U.S. Permanent resident or U.S. nationality required
3. Associate's Degree or above
4. Proficient in Microsoft Word, Excel, Power Point and other computer applications
Training
5. Michigan resident
6. Strong work ethic, flexibility, and multi-tasking skills desirable

The deadline for application is **Oct 30, 2015**.

If you are interested, please email our office the following information:

- 1) Name
- 2) Address
- 3) Email address and telephone number
- 4) Resume
- 5) Information about any certifications that you hold
- 6) The reason for application

If you are interested in applying for this position, please send the above information and your resume to: senkyo@dt.mofa.go.jp by Friday, July 10th.

Consulate General of Japan in Detroit
400 Renaissance Center, Suite 1600
Detroit, MI 48243

ATTN:Consular section

(313) 567-0120