



SAIGE
SOLUTIONS

JAPANESE SPEAKING CSR

ENTRY-LEVEL

BASIC JOB INFORMATION

Location	Ortigas
Work Experience	No prior call center experience required
Job Type	Full Time
Salary	Php 80,000 – Php 90,000

QUALIFICATIONS

- Must have at least two (2) years of college education
- Candidate must be fluent in Japanese and English
- No prior call center experience required
- Japanese, expats or Filipinos are welcome to apply so long as fluent in Kanji, Katakana, Hiragana, and Nihongo
- Must be amenable to work in dayshift
- Must be willing to work in Ortigas

RESPONSIBILITIES

- Support all customer contacts in the specified native language
- Take inbound calls and handle customer inquiries in a courteous and professional manner while providing a high level of customer service
- Apply basic working knowledge of products and processes, systems, and procedures with minimal supervision
- Provide excellent customer support within a call center environment
- Track, document, and retrieve information in a call-tracking database

Email your updated resume to careers@saigecorp.com.