

Marketing Assistant

Send your resume to: jobs@tsugi-studio.com

This position is based in our office in Niigata, Japan

Tasks

- Create marketing materials with the help of Tsugi's graphic and sound designers
- Assure Tsugi's social media presence (blog posts, tweets etc...)
- Help with the production of videos or live streaming
- Help with press relations
- Help finding potential clients and sending them marketing materials

Skills required:

- Excellent written and verbal communication in Japanese (native level)
- Business-level English
- Good knowledge of Microsoft Office
- Good knowledge of social media
- Excellent organizational skills and great attention to detail
- Resourceful and autonomous

Not required, but experience in one or more of these could be interesting:

- Video recording, editing, streaming etc..
- Digital content creation (music, drawing etc...)
- Interest in new technologies (especially for animation, game creators etc...)
- Fluent in other languages

Benefits

- Salary and title based on skills and experience
- Annual bonus based on employee and company performance
- Health insurance and retirement plan
- 5-day working week, with 8-hour work per day (flexible schedule with core hours)
- National holidays and 2 weeks of paid holiday (increases with time in company)
- Commute paid by company

NO RECRUITERS, NO CONTRACTORS, FULL-TIME WORK ON SITE ONLY.



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