

【Course NO.】 沼 1-2V2 【Hello Training】 5-02-22-144-03-0199

Sales skills & PC Course

for Non-Japanese Residents

【YouTube】





21 Jan 2021 - 19 Mar 2021

Application period : 19 Oct 2020- 25 Dec 2020




Do you want to work in a Japanese company? Learn essential customer service skills and basic Japanese and PC skills(Excel) that is indispensable to working in Japan!

Training period	21 Jan 2021 - 19 Mar 2021 Time 9:00 am - 3:00 pm Monday to Friday, excluding holidays
Location	Nagoya Ohara Gakuen Numazu venue 【Located in Shizuoka Business Gakuin】  【MAP】 5 minutes' walk from JR Numazu St
Number of Participants	15 participants (Course may be cancelled due to low enrolment)
Fees	• Tuition: Free • Textbooks: 5,258 yen <u>Optional examinations (if you wish to take)</u> • Practical Japanese Communication Exam (PJC Bridge): 5,000 yen
Eligibility	• Assessed by Hello Work to be in need of vocational training • Long-term residents with work permit and want to work in Japan • Able to converse in Japanese and can read and write in simple Japanese(hiragana and Katakana)
Where to apply	Apply at the nearest Hello Work (Please consult a Hello Work staff before applying)
Contact us	Training Department, Numazu Techno College 4044-24 Ooka, Numazu City 【TEL】 055-925-1073 

Course Details

Course Content (163H)	Japanese communication, Business manners, Handling of money, Customer services, Service etiquette, PC skills(Excel) etc
Job Support (37H)	Career Consulting, Internet Job Search, Self-analysis, Self-PR, Job Application Help, Interview Skills, Job Hunting

Selection Process

Date & Time	1:15 pm, 6 Jan 2021 Please be seated 5 mins prior to start time
Location	Numazu Techno College 4044-24 Ooka, Numazu City 【TEL】 055-925-1073 <ul style="list-style-type: none"> • No childcare services available • There is free parking • Please wear a mask • Body temperature will be measured at the venue <div style="text-align: right;">【MAP】 </div>
Details	Written Test & Interview (In Simple Japanese)
Things to Bring	<ul style="list-style-type: none"> • Writing materials (Pencil, ballpoint pen, eraser) • ¥254 worth of stamps (For mailing your results to you)
Release of Results	13 Jan 2021

Childcare Service

Availability	8:30am – 3:30pm
Location	Doremi nursery (<i>Doremi</i> Takujisho) 1-6 Takashimahoncho, Numazu City
Eligibility	<ul style="list-style-type: none"> • You are the parent/legal guardian of a pre-schooler. • You cannot personally take care of the child due to course attendance. • You are unable to find a relative who can take care of the child.
Application	Apply at the nearest Hello Work
Deadline	18 Dec 2020

◆Please take note that the venues for the screening and actual training are different.