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Applications

Starting an application is the first step to job hunting

Starting an application, called "entry" in Japanese, involves showing your interests in the company. Some companies call it pre-application, "Pre-entry". When you do so, the company will send you employment information, company information, announcements of briefing sessions, etc., via e-mail or direct mail. As your first step, let's actively start applications for companies that you are interested in.

How to start an application

■ Starting applications from the company information page of an employment information website

The bulk application feature allows you to search for companies according to the type of industry, occupation, etc., and to start applications for multiple companies. This feature is useful for selecting companies in the initial phase of job hunting. When using multiple information websites, be sure not to start redundant applications. Starting an application does not mean that you must take the screening test for that company.

■ List of major employment information websites

ACCESS Humanext (operated by Access Nextage Co., Ltd.)	https://job.ac-lab.jp/
Asagaku Navi (operated by Gakujo Co., Ltd.)	https://www.gakujo.ne.jp/
Shushoku Walker Net (operated by J Broad Co., Ltd.)	https://www.s-walker.net/
Diamond Shushoku Navi (operated by Diamond Human Resources Co., Ltd.)	https://www.shukatsu.jp/
Career+ (operated by DISCO Inc.)	https://job.career-tasu.jp/
Bun Nabi! (operated by Bunkahoso Career Partners Co., Ltd.)	https://bunnabi.jp/
Mynavi (operated by Mynavi Corporation)	https://job.mynavi.jp/
Rikunabi (operated by Recruit Co., Ltd.)	https://job.rikunabi.com/

Note: The list above indicates employment information websites that are operated by member companies of the New Graduate/Youth Employment Committee, Association of Job Information of Japan (AJIJ).

Others can be found by searching for keywords such as 留学生 (international student) and 就職支援 (employment support). (see page 30)

■ Starting applications directly through a recruitment website of individual companies

Each company has its own schedule for accepting applications (entry), so it is important to check frequently.

■ Starting applications through direct mail, etc., from companies

Application announcements are sometimes sent to prospective graduates in direct mail, etc.

Company Briefing Sessions

Developing an eye for companies

Company briefing sessions, seminars, and similar events are held after applications have been submitted and before moving onto the selection process. Attending the briefing sessions, etc., provides the opportunity to listen to explanations provided by employment officers, interact with the employees, and feel the atmosphere within the company.

Company Briefing Types

Company briefing sessions can be split into two types as shown below. It is recommended that the main features of each of the sessions are fully understood to ensure that attendance is effective.

Company Briefing Sessions (Independent)

Briefing sessions held by a single company. The main feature of these briefings is that they provide detailed explanations on the business the company is involved in, the work each department carries out, as well as other details. Reservations are required in advance to attend company briefing sessions. The number of participants is limited, so early reservations are recommended.

Joint Company Briefing Sessions

Briefing sessions held by many companies gathered in the same forum in hotels and event halls around the country. You are advised to actively use them as an opportunity to compare companies and across various industries.

Due to the impact of COVID-19, more companies are holding company briefing sessions online. There are two main styles:

Live streaming

Briefing sessions held on a fixed date and time, which are streamed online. You can also ask questions in real time to the company during the session using the chat functions.

On-demand

Briefing sessions distributed as pre-recorded videos. You may view videos published on the official website, or you may access the URL of a video sent to applicants. You can watch it at your convenience.

Collecting Information on Company Briefing Sessions

- Contact from Companies** • • • You will be contacted by e-mail or other methods in regard to schedules, etc. from the company you have applied to.
- Company Website** • • • Information can be found in new graduate recruitment information pages on the [Recruitment] section of their websites.
- Job Information Sites** • • • [Event] pages are also available on websites, and it is possible to run searches by location, date/time and type of event, etc.
- Career Centers** • • • Posters are available on bulletin boards in careers centers, etc.
- Job Information Magazines** • • • Advertisements for events and lists of event information are available in magazines related to job information placed in career centers etc.

Preparation for and attitude in company briefing sessions

■ Things to do on the day before

- Conduct your own research on the participating companies.
 - Go to corporate websites and read them carefully to understand their management philosophies, business introductions, employment information, etc.
 - Check out news related to the companies via news websites, newspapers, magazines, etc.

[Online]

Prepare a stable communication environment such as Wi-Fi. Also, prepare a webcam, earphones, etc. in advance so everything goes smoothly. (see page 6).

■ At the venue on the day of the briefing session

- Be aware that human resource personnel are watching, behave properly.
 - Pay attention to your conduct and speech in the halls and bathrooms as well as the reception desk.
 - If you are allowed to choose your own seat, create a positive impression by sitting as close to the front as possible and asking questions without fail.
- Actively ask questions to resolve any issues that your company research could not provide answers to.
- Get a sense of the company atmosphere and the mood of the employees that cannot be understood from websites or PR brochures.

[Online]

Make sure to log in before the company briefing starts

■ Things to note

- Don't be late ⇒ Check in at least 10 minutes early
- Set your mobile phone on silent mode. ⇒ Don't cause a nuisance.
- In addition to greeting the human resource personnel and executive officers, you should also greet people at the reception desk and other locations.
- If you have a question, first state your name and then speak in a cheerful, clear fashion. When you receive an answer, you should express your gratitude.
- You need not emphasize on it too much, but know how to conduct yourself and have good manners.

What to bring

- Something to write with
- Organizer/memo pad
- Map to the venue
- Letter of invitation to the briefing session
- Company information materials

Things to bring just in case

- Personal seal (inkan)
- Resume (just in case)
- Copy of the application form

*For individual company briefing sessions, be sure to prepare yourself fully before the session because, in some cases, the company conducts interviews, aptitude tests, written tests, etc., after the session.

[Online]

If you participate with your camera on, make sure your appearance is well-groomed.

Seminars (open seminars)

This type of seminar is held by companies and local government for students who are starting to job hunt and they are not related to selection. Open seminar schedules, content, and other details are released on individual company websites and employment information websites.

Job hunting support

In order to improve job hunting skills, students can experience and learn how to "analyze and evaluate themselves" and "examine the company". This type of open seminar is held at an earlier time, such as before the New Year.

Industry research

This type of open seminar is held to encourage an understanding of the industry to which the hosting company belongs. The role of the industry, products handled, and services provided are introduced to enhance interest in the entire industry.

Application documents

To fully convey your strengths

The application form and resume are the documents that help companies learn about the traits and history of applicants. In addition, submitting application documents means an official application for a recruitment screening to a company. Since there are more and more cases where you submit documents online, make sure you know how to submit them to the companies you're applying for. The format and content of the application form varies by company, but it is generally a combination of basic information such as your contact details, information of your university, and an essay.

Contents of Entry sheet

年次	科目	成績	単位	取得
2022年	全4科目	6		中国経済大学経済学部経済学科卒業
2023年	全4科目	4		青海大学大学院経済学研究科修士課程入学
2025年	全4科目	3		両課程修了見込

Basic details

This is essentially the same as the information on your resume.

Composition

The questions included in application form compositions will differ according to the company. There are also many cases in which the number of characters that can be used is restricted to 200, 400, 800, etc., characters. You will be required to write between 90% and 100% of the maximum character count.

In describing your strengths, choose one strength and describe that in detail. Be sure to talk about how that strength makes you suitable for the job.

Use this section to talk about your academic achievements at university, including the challenges you faced and what you gained from the experience.

Describe your motivations for applying, and why you want to work at this particular company. Explain what you can contribute to the company.

List your licenses and qualifications. Use the formal titles or descriptions. Include any qualifications attained in your home country.

How to acquire and submit an application form

Contact from company

You will be contacted by the company that you have applied via email or other ways to inform you of dates, etc.

Company website

Fill out a company's online application form or download the form from the company website.

Make full use of employment information websites

The application form created online can be submitted to the company via the employment information website.

Distributed at Company Briefing Sessions

Distributed at Company Briefing Sessions and similar events.

Included with general materials provided by the company

Included in the information pack sent out by the company.

How to write a resume

Your resume is one of the official application documents. Handwritten used to be required, but now increasingly more companies require you to submit online. You should fill out your resume carefully and legibly if handwritten.

履歴書 20XX年 X月 X日 現在

写真をはる位置
写真をはる必要がある場合
①縦 35×45mm
横 24×30mm
②本人正面顔から上
③露出部 5割以上

フリガナ おの りのりく	氏名 王 留学	生年月日 19XX年 X月 X日生(満 XX才) ※男:☉	電話 090-9999-9999
フリガナ とくまよと こうりく あおみ	現住所 〒 東京都江東区青海 2-2-1	フリガナ	メールアドレス abc@aomi.ac.jp
連絡先 〒	(現在所以外に連絡を希望する場合に記入)		

年	月	学歴・職歴 (項目別にまとめて記入)
		学歴
2022	6	中国経済大学 経済学部 経済学科卒業
2023	4	青海大学大学院 経済学研究科 修士課程入学
2025	3	同課程修了見込
		職歴
		なし
		以上

記入上の注意 1. 前項以外の異文は青の筆記具で記入。 2. 数字はアラビア数字で、文字はくすぎ正座順に書く。
3. 捺印のところは、該当するものを○で囲む。

Write the date of submission.

Write the date of mailing if sending by post.

Write in *hiragana* if the instruction is in *hiragana*.

Write in *katakana* if the instruction is in *katakana*.

Attach a photograph of you in a suit, taken at a photo studio. Write the name of your school, department, and your full name on the back of the photograph.

If you have your personal seal, use a red ink pad and affix your seal correctly.

Write your address accurately. If you live in an apartment/condominium, be sure to include its name and room number.

If you have any job history prior to your study in Japan, write it below your academic history.

Use Arabic numerals.

年	月	免許・資格
2022	12	日本語能力試験N1取得
2023	7	TOEIC公開テストスコア880点取得
2024	3	普通自動車第一種運転免許取得

Write the official names of licenses and qualifications. Write down any qualifications that you acquired in your home country.

志望動機

私が貴社を志望する理由は、日本のパンを世界に広めたからです。将来はパンを販売するだけでなく、その製造技術も世界に広めていくのが夢であり、貴社は業界の中で唯一パン教室を海外にも展開されていることをホームページで見つけたからです。

私は日本に来てパンのおいしさに感動しました。日本のパンは生地が細かく甘みが強い種類も豊富で絶対に海外でも人気が出ると思うようになりました。海外に広める役割を自分が担いたいと考えました。私は母国語の他にも英語を使うこともでき、現在アルバイトで予約の翻訳をしたり、母国の料理の作り方を教えていたりしています。その経験や語学で貴社のパン並びに教室の海外展開に役立て、海外に日本のパンを広める仕事に携わりたいと考えました。

自己PR

私の強みは努力ができることです。それは日本に留学するための日本語の勉強を半年間毎日続けたことから言うことができます。日本語の勉強をするにあたり、漢字が苦手だったので毎日ノートに書き取りを行い、意味が分からない漢字があればすぐに調べ、作った文を日本語の先生に読んでもらうことを続けました。その結果、留学できるレベルまで日本語を話せるようになりました。そのため努力を続けたいことが私の強みだと考えています。

本人希望記入欄（特に給料・職種・勤務時間・勤務地について希望があれば記入）

貴社の規定に従います。

It is important to indicate your degree of interest in the company and enthusiasm about joining them.

Write concisely without going outside the designated space. However, sentences that are too short are also a problem. It is a good idea to create a draft so you can be sure that letters fit with good balance.

Write down in detail, what is most appealing about you as a person, such as your personality and strong points. Make sure to also provide reasons why this is your most appealing point, and background of said point.



When you handwrite your resume and make a mistake, you need to rewrite the whole thing. Do not use white-out. When you finish writing your resume, check it once again for any missed items and make a copy of it before submitting.

Notes on filling out application documents

- 1 If you are submitting a handwritten application, be sure to make multiple copies for creating drafts.

You cannot use correction liquid. Make a draft first and then a clean copy.

- 2 When handwriting, fill out the form carefully and legibly.

Incorrect characters or missing syllables/characters are unacceptable. Even if you don't have good handwriting, fill out the form carefully.

- 3 Do not use an erasable pen when you handwrite your resume.

Since it's a formal document, avoid using a mechanical pen, pencil, or erasable pen.

- 4 Avoid leaving blank spaces.

Use the space effectively so that you don't leave any blank space.

- 5 Be sure to make a copy of the completed form.

You need a copy to check what you wrote before going to a seminar or interview.

- 6 Write down the "school name/department/your name" on the back of the photograph to be attached.

Photographs sometimes come off during handling of documents at a company. Also, it's better to keep your digital ID photo as many companies now require online application.

- 7 Have a person who is good at Japanese look over the completed form.

Use your university's career center and make sure to have someone check to see if there are any mistakes with your Japanese characters or expressions. It's easy to choose the wrong kanji by mistake when typing on a computer, so you need to review your document carefully.

- 8 Submit the form early, not when a deadline is approaching.

Companies that go through the screening process in the order that documents are submitted may not have enough time to go through them if they arrive just before the deadline. In the case of online applications, you may find it difficult to submit the documents due to high traffic, resulting in a failure to meet the deadline and being excluded from the screening process.

About online submission

Paper submissions use to be the mainstream, but online submissions are more popular now. Documents required vary by company.

- Online application form and resume
- Application form that also serves as resume
- Paper-based application form and resume



About Essay

Some of the common questions asked in the essay are: "Reasons for applying" and "Self-PR," and in the entry sheet, "What I put into my school days."

① Reasons for applying for the job

Tell the employer why you wish to work for them, what type of work you would like to do, and how you think you can contribute to the organization.

Key points

- In order to write reasons for applying for the job, it is important to do your research on the industry (page 16) and the company (page 20).
- Under "Reasons for Applying" explain why you are keen to join the company.
- Explain clearly how you have the skills required for the job and describe how you can contribute to the organization, with reference to your particular strengths and attributes.

■ How to structure your answer

- 1 State why you are attracted to the company (i.e. the main point)
↓
- 2 Give reasons for this conclusion—include any relevant events or situations
↓
- 3 State how you would be useful to the company—describe your strengths and attributes and how these would contribute to the organization

② Self-promotion

Describe your personality, including your strengths and attributes, and how you would apply these in your job.

Key points

- Self-analysis is a good way to identify your strengths and attributes. (→Self-analysis and Evaluation, P11)
- Rather than trying to describe all of your strengths, it is more effective to focus on just one and describe it in detail.
- Describe some situations where you demonstrated this strength.
- It is important to explain how you would utilize this particular strength in performing the job you are applying for.

■ How to structure your answer

- 1 Nominate a single quality (i.e. the main point)
↓
- 2 Describe one or more events or situations that illustrate this quality
↓
- 3 Explain how you would utilize this particular quality in your job and/or how it would contribute to the organization

③ Key academic achievements

Don't just list your academic achievements—describe the challenges you faced along the way and what you gained from the experience.



- Self-analysis is a good way to identify your key achievements at university.(→ Self-analysis and Evaluation P11)
- Talk about some of the events or situations that inform your educational challenges and achievements.
- Describe what you gained from these experiences and how they contributed to your personal or professional growth.
- Where possible, include numerical results or reports of your achievements.

■ How to structure your answer

- 1 Nominate one key achievement in your academic career (i.e. the main point)
↓
- 2 List one or more events or situations that illustrate how you worked towards said achievement
↓
- 3 Describe what you gained from the experience and how it contributed to your personal or professional growth

④ Common short-answer questions on the application form

Application forms that include blank spaces for applicants to draw pictures or paste photos have become popular in recent years, particularly among organizations that are looking for new recruits with the capacity to contribute from the outset.

Also, employers are starting to focus more on idea expression and conceptualization.

This suggests that employers are using the application form as a way to identify new recruits who have the ability to demonstrate their competencies and have the capacity to contribute from the outset. As you prepare your application forms, always keep in mind what it is that employers want to see from their new recruits.

Application form example questions

- If you were a food, what would it be? Tell us in no more than 400 characters. (Food)
- What type of job are you looking for with us? How will you contribute to our company? (Trading)
- Why do we need you? In your answer, describe one of the hardest challenges you have faced in your academic career. (Machinery)
- What have you learned from your failures or disappointments thus far in life? (Trading)
- Where is the best place you have been to in your life? Why did you like it? (Travel)
- If you had three million dollars to spend, how would you use it to contribute to world peace? (Information and communications)

From Screening Tests and Job Offers to Joining a Company

Written Tests

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Written Tests

It is necessary to confirm written test types and prepare for them in advance

Various types of written tests are held. Written tests are carried out to make sure that students have attained a certain level of knowledge and academic skills, and to make sure that they have the thinking faculties, decision-making capabilities, speed, processing abilities and accuracy, etc., required for the job. These are used as reference materials during interviews to enable efficient selection process when there are many applicants.

The written tests must be submitted in Japanese as a basic principle, so the ability to read and understand Japanese is imperative.

It is recommended that you fully understand how written tests will be carried out and prepare for them by checking at university career centers and reading the quarterly corporate reports, etc., of the companies you have applied for.

Written Test Types

Aptitude Tests

Competency Aptitude Tests • • • These tests are carried out to understand your levels of basic academic skills, basic knowledge and job aptitude, etc.

Personality Aptitude Tests • • • • These tests are carried out to understand your basic personality, behavioral characteristics and job aptitude, etc.

General Aptitude Tests • • • • • These tests involve both competency aptitude tests and personality aptitude tests. Most companies require applicants to take the general aptitude tests.

Name of Test	Companies Implementing Tests	Topic Structures
SPI3	Recruit Management Solutions	Verbal / Non-Verbal Personality Tests
CAB	SHL-Japan	Mental arithmetic, regularity, instruction table, coding, OPQ
GAB	SHL-Japan	Verbal, calculation, OPQ
Tamatebako web test III	SHL-Japan	Calculation, verbal, English, OPQ
SCOA	Nippon Omni-Management Association (NOMA) Research Institute, Inc.	Verbal, mathematics, logic, English, general knowledge, personality
TG-WEB	Humanage	Verbal, calculation, English, Personality Tests

OPQ: Occupational Personality Questionnaires

General Knowledge Tests

The topics involved will cover a wide range of subjects, such as Japanese, mathematics, social studies, science, English, sports and current affairs, etc.

These tests are carried out to determine if you possess basic academic skills and basic knowledge. It is necessary to prepare for the tests by checking the news, etc., on a daily basis.

Compositions and Essays

These tests are carried out to understand the levels of logical thinking, viewpoints, creativity, information-gathering abilities and other such aspects.

Time restrictions and character-count restrictions will be in effect, so the best way to handle the tests is to complete them in a simple and easy-to-understand manner.

It is necessary to prepare by practicing written Japanese, etc., on a daily basis.

Contents of the aptitude test

Aptitude tests consist of two types; Paper tests and Web tests carried out with the use of a personal computer.

There are three places where tests may be taken: at home, at the company, and at test centers.

There are cases in which the levels of difficulty of aptitude tests vary depending on the place where the test is taken, even though they are the same types of test.

It is generally said that the paper tests taken at companies are the easiest, and the web tests taken at home are the most difficult.

Type	Location	How to take a test	Applicable Tests	Test Period
Web Tests	At home	Aptitude tests that are taken at your convenience at home with the use of personal computers.	SPI3,WebCAB, tamatebako web test III,TG-WEB, etc.	From March 01 after the ban on company PR activities are lifted
Web Tests	Test Centers (Location: Test centers that specialize in each type of aptitude test)	Aptitude tests that are taken at places specified for each test with the use of personal computers.	SPI3,C-GAB, SCOA,TG-WEB, etc.	From March 01 after the ban on company PR activities are lifted
Paper Tests	Companies	Aptitude tests that are taken at the company office or at places specified by the company with the use of written test papers.	SPI3,CAB,GAB, SCOA,TG-WEB, etc.	From June 01 after the ban on company screening activities are lifted

Preparing for Aptitude Tests

① Check out the aptitude tests given by the companies you intend to apply to

It is possible to check the results of different types of aptitude tests held by large and popular companies with the use of the Quarterly Employment Journal and other books on preparing for aptitude tests. For other companies, you can go through the reports written by alumni in the past, which are archived by the career centers in the school you attend.

② Understand the types of aptitude test questions and methods of solving them

It is necessary to understand the trends of the questions likely to be included in all types of tests, as well as the methods for answering the questions as swiftly as possible. It is important to accustom yourself to as many different types of topics as possible by checking out the books on preparing for aptitude tests available in bookstores, and the test samples available free of charge on the Internet.

③ Accustom yourself to the time restrictions on aptitude tests

The most difficult part of aptitude tests is answering a large number of questions within a short period of time. It is necessary to answer all questions as efficiently as possible, so it is therefore important to remain aware of the time restrictions while practicing and set yourself targets for answering the questions within the time allotted for the actual tests.



The fact that aptitude tests must be taken in the Japanese language causes problems for many international students. There are also small to medium-sized companies, etc., that do not set aptitude tests. This means that searching for a company that does not require aptitude tests is one way of avoiding them for students who seriously have trouble taking them.

What is SPI3?

The aptitude test most commonly used by companies in Japan is SPI3.

SPI3 is a test developed by Recruit Management Solutions Co.,Ltd.

The questions included in the SPI3 test are not very difficult, but speed and accuracy are required, so it is recommended that you study in advance the trends of the questions likely to be included and the methods for answering them as efficiently as possible.

■ SPI3 Types

There are four types of SPI3 tests available that depend on the format and venue.

Implementation Method	Format	Test Location	Topic Structure, P50
Paper testing	Paper	Company meetings rooms	Verbal (30 minutes) / Non-Verbal (40 minutes) Personality Tests (40 minutes)
Test Center	Web	Dedicated venue	Verbal / Non-Verbal (35 minutes) Personality Tests (30 minutes)
Web Testing	Web	At home, etc.	Verbal / Non-Verbal (35 minutes) Personality Tests (30 minutes)
In-house CBT	Web	Company meetings rooms	Verbal / Non-Verbal (35 minutes) Personality Tests (30 minutes)

※ Once you take the test, the result can be submitted by the test center to as many companies as you want. You can also take the test again. (Your score will only be visible to the companies you submit it to, and you won't be aware of the results)

Fields Tested with SPI3

Test Types	Fields	Fields Tested and Topic Genres
Competency Aptitude Tests	Verbal proficiency	Relationship between words, use of phrases, rearranging sentences, filling in blanks, correct use of idiomatic phrases, rearranging clausal phrases, reading and understanding long sentences, etc.
	Non-verbal proficiency	Reasoning, number of potential outcomes, probability, set theories, calculation of profits and losses, speed calculations, understanding charts and tables Price adjustment, price discounts, percentage calculations, payment by installment, etc.
Personality Aptitude Tests	Personality characteristics	Testing behavioral qualities, motivational qualities, emotional qualities and social strengths through to personality characteristics
	Work Adaptability	Measures ease of adapting to work based on points scored for personality and basic skills
	Organizational Adaptability	Measures ease of adapting to organizational customs

Points of note for SPI3

- ① Obtain a clear understanding of the topic patterns.
- ② There are many questions included, so allocate your time carefully.
- ③ Check the questions and answers to long sentences topics before reading the sentences.
- ④ Answer all questions without leaving any unanswered even if you don't know the correct answers.
- ⑤ Make sure you do not make any mistakes for the questions involving addition, subtraction, multiplication and division.

Sample questions

● Language course (Japanese)

- (1) Choose the most suitable proverb for the meaning of the following sentence.
If you treat others well, eventually you will be rewarded.
① Reward from a previous life ② All things come to those who wait ③ Pardon makes offenders
④ The good you do for others is good for yourself ⑤ What goes around, comes around
- (2) Choose the item with the closest meaning to the underlined part of the example sentence.
(Example) I cannot push myself too hard
① Effective outlook ② Effective medicine ③ Ask the teacher ④ Generous ⑤ Listen to music
- (3) Choose the word with same relationship as that of the 2 words shown in the example.
(Example) Interference: Non-interference
Extension: _____ ① Interruption ② Suspension ③ Short-term ④ Curtailment ⑤ Reduction
- (4) Choose the most suitable sentence that shows the meaning of the following words.
(Example) Look after
① Be into..., crazy about... ② Miserable ③ Show favoritism
④ Be visible clearly ⑤ Be able to look over
- [Answers] (1)→④ The good you do others is good for yourself (2)→① Effective outlook (3)→⑤ Reduction (4)→③ Show favoritism

● Non-language course

- (1) Mr. A commutes to work from his house by car. At a speed of 50 km on the way there and 60 km on the way back, the return journey takes 15 minutes less. How many kilometers away is his workplace from his house?
① 55 km ② 60 km ③ 65 km ④ 70 km ⑤ 75 km
- (2) There is 200 g of a 3 % saline solution and 300 g of a 4 % saline solution.
If these two saline solutions are mixed together, what percentage is the salinity?
① 2.6 % ② 3.6 % ③ 4.6 % ④ 5.6 % ⑤ 6.6 %
- (3) Admission to a zoo was 800 yen for adults and 500 yen for children. The total admission fees collected for one day was 79,700 yen and the number of visitors was 130. Which of the following was the number of children admitted on this day?
① 80 children ② 81 children ③ 82 children ④ 83 children ⑤ 84 children
- (4) When the following statements are true, which of the below is certain?
A. If you like Spring, you like tennis. B. If you like winter, you like skiing.
C. If you like studying, you like Spring.
① If you like Spring, you like studying. ② If you like winter, you like studying.
③ If you don't like skiing, you don't like Spring. ④ If you like studying, you like tennis.
⑤ If you don't like Spring, you don't like tennis.

[Answers] (1)→⑤ 75 km. (2)→② 3.6%. (3)→② 81 children (4)→④ If you like studying, you like tennis.

● General knowledge

- (1) Preliminary tremors causing seismic waves are known as P-waves, but what are the seismic waves causing principal shocks known as? Choose from the following options.
① S-wave ② L-wave ③ N-wave ④ EW-wave ⑤ V-wave
- (2) What are the 3 musical elements? Choose from the following options.
① Rhythm, melody, harmony ② Beauty, joy and grandiosity ③ Strength, length and melody
④ Force, height and tone ⑤ Length, size and tone
- (3) Of the administrative divisions in Japan, the one with the largest area is Hokkaido, but which prefecture has the second largest surface area? Choose from the following options.
① Akita prefecture ② Iwate prefecture ③ Aomori prefecture
④ Nagano prefecture ⑤ Gifu prefecture
- (4) On April 4th, 2022, Tokyo Stock Exchange, Inc. restructured its stock market into three new market segments. Two of the three are Standard Market and Growth Market. What is another market? Choose one from below.
① Premier Market ② Mothers Market ③ Priority Market
④ JASDAQ Market ⑤ Prime Market

[Answers] (1)→① S-wave. (2)→④ Force, height and tone. (3)→② Iwate prefecture. (4)→⑤ Prime Market

Interviews

Use your own words to express yourself

Interviews are the most important part of the screening process. Use the self-analysis and industry and company research you have conducted as a base to prepare yourself to communicate in your own words to the interviewer why you are applying for the job, what your strengths are, and what views you have.

Types of interviews

In Japan, the interview and examination process generally takes place over two separate sessions. This allows a number of different observers to evaluate the applicant's behavior and thought processes at different times, in order to determine whether the applicant is a suitable recruitment target. Due to COVID-19, more companies are conducting interviews online. There are many different types of interviews, but here, we will look at the most common interview formats: group discussion, group interview, one-on-one interview and online interview.

① Group discussion

A group discussion involves four to six applicants discussing a topic nominated by the employer. The interviewers observe the discussion and rate the applicants objectively. The aim is to determine how well each applicant functions as part of a group.

■ Procedure

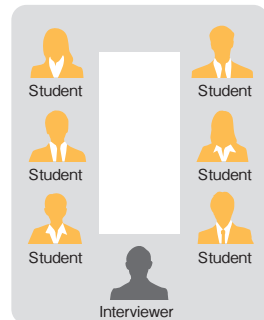
- 1 Self-introduction
↓
- 2 Allocation of roles
↓ Main roles are: coordinator, secretary, timekeeper, presenter
- 3 Discussion
↓
- 4 Presentation

■ Important

- Take care with your choice of words during the discussion. Be careful with the language you use during discussions (P34: Job Hunting Manners ① Manners to Make a Good Impression ①).
- Try to avoid changing your opinion too often, or conversely being stubborn and trying to force your opinion upon others.
- Allocate the time carefully.
- Appearing too negative or too forceful during allocation of roles and during the discussion can count against you.
- Group discussion is not a debate. The idea is to work together to create consensus within the group.

■ Format

Applicants: multiple groups of four to six people
Interviewers: multiple
Timing: first interview
Note: Varies between employers



② Group interview

Group interviews are often used when dealing with a large number of applicants, as a way of eliminating underperforming applicants and identifying those suitable for a one-on-one interview. In a group interview, there is usually less time available to each applicant to respond to the interviewer. Also, unlike the one-on-one interview, applicants in a group interview are effectively competing with each other to progress to the next stage.

■ Procedure

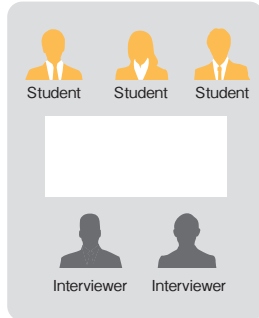
The interviewer asks a set of questions based on the application forms and resumes. The same questions are asked to each applicant in turn.

■ Important

- Remember: first impressions are very important! (→ Job Hunting Manners ① Dress and Grooming to Give a Good Impression P36, 37)
- Speak clearly and confidently. Do not mumble your words.
- Since one person only has a short amount of time, prepare answers to common questions that are short and to the point.
- Prepare a spoken description of your strengths and attributes that lasts for about one minute.
- Be polite and respectful while other candidates are speaking.

■ Format

Applicants: two to six people
Interviewers: multiple
Timing: first and second interview
Note: Varies between employers



③ One-on-one interview

Compared to a group interview, the one-on-one interview allows the interviewer more time to directly assess your strengths and personal characteristics.

The interviewer will analyze your responses and examine your attitude and posture, your expression, and your use of language.

■ Procedure

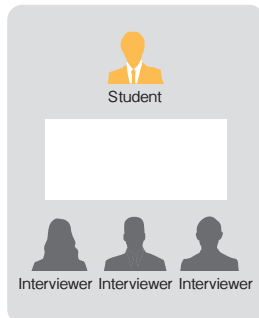
The interviewer prepares questions based on the application form and resume. Firstly, you will be asked about information supplied on your application form and resume. Often, the interviewer will want to hear further details or explanations.

■ Important

- Re-read your application form and resume to make sure you are familiar with everything you have written.
- Think back over the responses you have given in previous interviews.
- Be prepared to talk about your strengths and the skills you can contribute to the organization.
- Be prepared for questions about whether you are genuine about wanting a job at the company.
- Make sure you are neat and focused.

■ Format

Applicants: one
Interviewers: multiple
Timing: first, second, and final interviews
Note: Varies between employers



Interview process (Face to face)

1 Arrival at the venue

Never be late. Be sure to arrive at the venue 15 minutes before the set time so that you can be calm for the interview. Be sure to switch off your mobile phone before going into the building. In winter, take off your coat before going inside.

2 Reception

You should assume that the interview starts at reception. At the reception desk, be sure to clearly state the name of your school, your name, and that you have come for the interview. Do not forget to thank the person who directs you to your destination, and be sure to lightly bow to any company employees you pass along the way.

3 Waiting room

Wait quietly until you are called in for the interview. Put your belongings at your feet rather than on the table. Avoid talking to other students or going in and out of the waiting room frequently, even if you have to wait for a long time.

4 Entering the interview room

Knock on the door two or three times. When you are told to come in, you should say "Excuse me" and enter the room. Be sure to open and close the door quietly. After entering the room, politely bow once to the interviewer(s) and walk to the side of the prepared seat, then state your school name, department, and your name, in a cheerful manner, and politely bow again. When the interviewer asks you to sit down, say "Thank you" and sit down.

5 During the interview

Be sure to place your bag at your feet and sit with good posture without leaning against the back of the chair. Use polite and accurate Japanese, answer questions concisely and in a manner that is easy to understand, while making eye contact with the interviewer. In the case of a group interview, you should pay attention to other students when they are being asked questions.

6 Leaving the room

When the interview is finished, stand up and thank the interviewer(s) for taking the time to interview you. Walk to the door, politely bow again, and say "Goodbye." Close the door quietly as you leave the room. In winter, do not put your coat back on until you are about to leave through the main entrance. You may also switch your mobile phone back on.

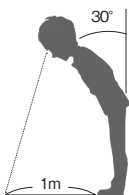
Bowing etiquette and posture

Full bow

This is the standard form of bowing in Japan, used to make a request or express appreciation.

Angle = 30°

Eyes fixed on the ground about one meter away

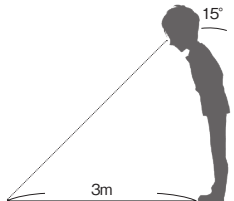


Half bow

Used to acknowledge a colleague, for example when passing in the corridor

Angle = 15°

Eyes fixed on the ground about three meters away



Seated posture

How to sit with good posture

- Sit tall—stretch your back out
- Do not use the backrest
- Sit forward in your seat



Placement of hands and feet

- Women: Keep legs together and place hands on the knees
- Men: Have legs slightly apart, form a gentle fist with your hands and rest on thighs
- Try to keep your hands and feet still during the interview



Remote interview

There are two types of remote interviews: online interview and video interview

Online interview

Online interview is conducted using a web interview system or web conferencing system. The system used for the interview varies from company to company.

Check in advance

- Is your internet connection stable to prevent image distortion, voice delay, and line breaks?
 - Are there unnecessary things in the background such as posters or laundry?
 - Is the room bright enough to make a good impression? When the room is dark, your expression can also look dark.
 - Make sure there are no wrinkles in your suit.
 - Is the camera positioned so that the upper body can be seen?
 - Is the microphone volume set to the right level?
 - Is there no unnecessary sound from your surroundings such as the ring tone of a smartphone?
 - Do not set an inappropriate nickname or animation character for your account name and profile image on the interview software, as they are also displayed on the company's side.
- ※ It is recommended to ask your friends and family to practice with you in advance.

<Good example>



Background...Clean and avoid showing anything unnecessary.

Brightness...Bright, your facial expression can be seen clearly, look motivated.

Sound...Quiet, your voice can be heard clearly.

<Bad example>



Background...Various distractions in the background.

Brightness...Dark. The expression is not clear, doesn't look motivated.

Sound...Lots of noise, your voice cannot be heard clearly.

■ Equipment

• Computers, smartphones, and tablets

You can use any of them, but we recommend using a computer because the screen is big and it can be more stable to place. If you use a smartphone or a tablet, fix it to prevent screen shaking.

• Camera

If your device doesn't have a camera, you'll need an external webcam.

• Earphones, microphones

Earphones with microphones make it easier to hear the other person's voice and communicate your own voice clearly.

Interview process (Online)

Entering room

Log in 5 minutes before the interview and prepare to enter the room so you can deal with any connection troubles.

During Interview

- Position the camera in the same position as your eyes, and look at the camera when you speak.
- Try to speak louder than usual.
- To make it easier for your reactions and expressions to be communicated to them, make your gestures and nod movements larger.

[How to deal with problems]

If you have trouble with your network during an online interview, don't panic and contact the company. If you have trouble hearing the interviewer's voice or stopping the video, use the chat function or make a phone call.

Leaving room

When the interview is over, say thank you and bow. You should disconnect yourself after the interviewer disconnects.

Troubleshooting

■ Your computer broke down

You can also participate from your smartphone or tablet. Let's prepare to be able to communicate on a spare device in advance.

■ Cannot access the interview link the company provided

Make sure the URL or passcode is correct, and try again. You need to update to the latest version before using the app.

Video interview

Video interviews are often used for the first interview. In response to questions from companies, such as "self-promotion," "what I focused on when I was a student," and "reasons for applying," you submit a 1 - 2 minutes video recording of yourself. You can record again and again until you are satisfied. For video interviews, dress and groom as you would for a typical job interview.

Responding to questions

The questions at interviews are often the same as the questions on the application form or resume. The interviewer may ask questions while reading from your application form or resume. Your answers must be consistent with the information provided in them. For this reason, it is important to read through your application form and resume before you come for the interview.

The interviewer may also ask for your background information to supplement the details provided in your job application. Prior to the interview, you should prepare a number of answers to potential questions that you are likely to encounter.

You should also make sure that you have done your self-analysis, industry and company research so that you are equipped to answer any other questions that the interviewer may ask. Remember that you only have a short time to promote yourself to the interview panel. For maximum impact, try to keep your answers concise and to the point.

Think about what you're going to talk about in an online interview. The interviewers will tell if you are reading a note.



Human Resources
(Recruitment) A

Typical interview questions

- Have you ever used our products? What did you think of it/them?
- How would you feel if we weren't able to give you a job in your preferred position/department?
- What are your expectations of our company/your job?
- Why did you decide to study in Japan? Why do you want to work for a Japanese company?
- How long do you plan to stay/work in Japan?
- Have you had any success with your other job applications?

[Preparing for the interview]

■ Practicing on your own

Take a video of yourself answering a question, and review it.

Watch the video and observe your eye contact, clarity of speech and use of language.

■ How to practice with help from others

Ask a friend or the university career counselor to act as an interviewer in a mock interview situation.

You can feel the same nervousness as the real interview, and you can get advice on what was good and what should be improved.



Human Resources
(Recruitment) B

In the interview, the interviewer checks not only the content of your answers but also whether or not you fit into the company's atmosphere as well as your personality and character.



Human Resources
(Recruitment) C

Make sure you understand the questions you are asked and can answer them in Japanese. If you answer politely, the interviewer will feel your sincerity through your attitude.

Tips for the Second Half of Your Job Hunting Process

In the second half of your job search, there will be many times when you will be happy and then disappointed regarding job offers. Here we will look at what you should do when you receive multiple job offers and what you should do if you still haven't received any.

If you have received job offers from two or more companies

There are times when applicants will receive two or more job offers from different companies. In this case, you must turn down the job offers from companies that you will not enter. When turning down job offers, please be aware of the following points.

1 Turn down job offers over the telephone, not via e-mail

Regardless of how many times you have been selected to receive job offers, you will not convey your sincerity by simply turning down a job offer via an e-mail. Please do your best to refuse job offers over the telephone.

2 It is ok not to tell other companies which company you have decided to work for

When turning down a job offer, there are times when the company representative you are speaking with will ask you which company you chose to enter. You are not obligated to provide them with the name of the company that you will work for.

3 When you turn down a job offer and run into problems such as being held at a company for many hours

When turning down a job offer, companies may request that you come to their location and explain to them about the situation.

When doing so, there are times when you will be held up for many hours at the company and pressured to sign a letter of acceptance in order to persuade you to change your mind. In such situations, quickly consult with your university's career center or career services division. For example, even if you sign a letter of acceptance or written oath, they are not legally binding. If you feel that you are being forced to change your mind about the offer, deal with the situation in a calm manner.

Companies take time and effort to provide applicants with job offers. Therefore, there is a strong trend among companies for wanting students which they provided with job offers to enter their companies. Try to be sincere with companies so that they agree with your decision.

In case you are not able to receive a job offer

-Job hunting after companies start providing official job offers-

Sometimes companies continue with hiring activities until March because they are unable to fill all positions and this means that you still have a chance to be selected by a company from October onwards. There are many cases where small-to-mid-sized companies in particular start selections after the selection peak period to avoid overlapping with employment periods of large companies. Apply early to companies that you are interested in. If you are not able to receive a job offer by October, check the employment information of companies that hire in the fall or throughout the year. You can also consider registering yourself with a temp staff or employment agency.

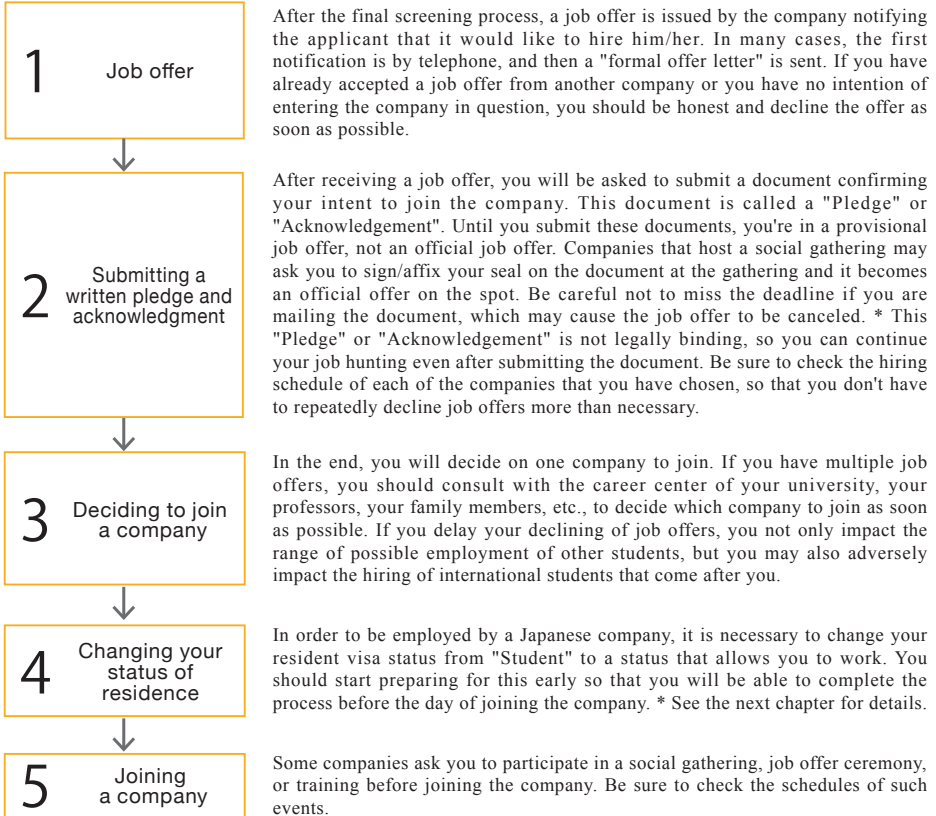
To enter a company on April 1st, it is necessary to complete all change in residence status procedures by the end of January. So try to obtain a job offer before that time so that you can apply for change in residence status.

Job Offers to Joining a Company

Follow a plan until you join a company

Until you receive a job offer from a company that you want to join, you should continue in your job hunting activities. You should understand the flow of the process from receiving a job offer to entering a company, and follow your job hunting plan.

Flow of the process from receiving a job offer to entering a company



Job Hunting Activities after Graduating

In the event that you cannot find employment by the time you graduate, you may apply to change your visa from "College Student" to "Designated Activities (to continue seeking employment)" to continue job hunting activities for a year after graduating.

(This visa is valid for six months and may be renewed only one time for another six months. (namely, 1 year in total))

It is possible to continue job hunting activities for an additional year if the following conditions are satisfied during the second year after graduation.

In the second year after graduating from a university, etc., if you wish to participate in job hunting support programs provided by local governments, including internship programs (which must comply with the requirements established by Immigration Services Agency), and have no trouble residing in Japan, you may change your status of residence for your participation in job hunting activities as part of these programs (residence of six months for specific activities) and be authorized to extend your period of residence one more time by obtaining a certificate from your local government.

■ Eligible individuals

- Those who have graduated from a university (including two-year colleges) or a regular course at a graduate school
- Those who have graduated from a professional training college and got a diploma
- Those who have graduated from a university or graduate school overseas, and have graduated from a Japanese language educational institution that meets certain requirements.

Designated Activities "Japan System for Future Creation Individual Visa (J-Find)"

The Japan System for Future Creation Individual Visa (J-Find) was introduced on April 2023 and foreign nationals who have graduated from elite universities around the world will be granted "Designated Activities (Future Creation Individual Visa)," a status of residence that allows them to stay in Japan for a maximum of two years in the case they engage in job hunting and start-up preparation activities in Japan.

■ Eligibility : Those who meet all of the following requirements

- Graduate from a university ranked in the top 100 in two or more out of the three world university rankings*, or conferred a degree or professional degree after completing a graduate course at one of those universities.
- Within 5 years after graduating and receiving their degree or professional degree from the above eligible universities.
- Possession of 200,000 yen or more for living expenses at the time of application.

* QS World University Ranking published by Quacquarelli Symonds. The World University Ranking published by The Times. Academic Ranking of World Universities published by Shanghai Ranking Consultancy

■ Precaution when you start job hunting after graduation

- Even though it is a government policy that newly graduated students can apply for jobs up to three years after graduation, most Japanese companies start recruiting students to join their companies in April to September of their third year of university making plans to secure staff mainly from new graduates. Therefore opportunities are limited.
- You may be asked to wait to join the company until April of the following year even if you are offered a position.
- It is difficult to gather information because you have to apply during a different time than the regular "new graduate recruitment schedule" and because of the late timing, it may be difficult to convey your desire for the job.

In the case you have gotten an official job offer that starts in April of the following year, you may stay in Japan until you start work by changing your visa to "Designated Activities (for persons with job offers)". However, you must apply to change your status of residence because the content of your activities differs from job hunting activities.

Before Starting Work

Work environment in Japanese companies

To ensure the same working conditions as a Japanese national laborer, the same labor-related laws also apply to non-Japanese nationals working in Japan.

At the same time, duties to enter and pay taxes towards insurance systems such as Roudou Hoken (labor insurance) or Shakai Hoken (social healthcare) are obligatory.

Working Conditions

In principle, non-Japanese laborers in Japan are assured of the same working conditions as Japanese laborers, including salary, working hours, retirement, and dismissal.

① Equal treatment

An employer (companies, etc.) shall not engage in discriminatory treatment for working conditions based on the nationality of the laborer.

② Specifying work conditions

An employer shall specifically state in writing the contract period, place of work, working hours, and other conditions upon establishing a work contract.

③ Remuneration

An employer shall set the salary and currency, and pay that amount to the laborer directly at least once per month.

Also, regardless of nationality and gender, an employer cannot employ a person below the minimum salary.

Moreover, taxes and insurance payment shall generally be deducted before the salary is given to the laborer.

④ Working hours, holidays, and leave

Working hours shall be up to 8 hours per day and up to 40 hours per week (however, exceptions exist depending on the structure of the industry or office).

There are companies with varied working hours based on certain needs (working hours based on week, month, or annual basis or flex time).

⑤ Safety and health

An employer must work towards the prevention of work-related injuries, improving work environment and conditions, as well as conduct safety and health education and health checks for laborers in order to ascertain the safety and health of laborers.

Shakai Hoken (social insurance) system

In principle, non-Japanese nationals are required to enter national insurance systems such as Roudou Hoken (labor insurance) and Shakai Hoken (social insurance) if they are working in Japan.

① Workers' accident compensation insurance

Insurance benefits for injuries, illnesses, disabilities, or death due to job-related causes or during the commute to work.

Premiums shall be borne by the employer.

② Unemployment insurance

Benefits for laborers in the event of loss of employment to provide for basic needs in order to facilitate reemployment.

③ Health insurance

Lump-sum payments are paid to the insured to provide for basic needs of laborers and their families to cover medical expenses for sickness or injuries out of the workplace, childbirth, or death.

Premiums shall be borne by the employer and the insured equally.

④ Welfare annuity insurance

Insurance benefits for old age, disability, or death of the laborer.

Premiums shall be borne by the employer and the insured equally.

Non-Japanese laborers who have enrolled in welfare annuity insurance for 6 months or more are entitled to claim a Lump-Sum Withdrawal Payment within 2 years of returning to his or her home country.

Taxation

Taxes imposed are the national "Income Tax" and the local "Municipal Tax".

The employer shall deduct (withhold) these taxes from the laborer's salary.

Moreover, non-Japanese laborers must settle tax obligations (unpaid taxes, etc.) for the year before returning to their home country.

① Income Tax

Tax rates are imposed based on annual income between January and December, regardless of nationality.

Income tax shall be deducted from monthly salary based on estimated annual gross income.

Proper tax amounts shall be adjusted at the end of the year (year-end adjustment).

② Municipal Tax

Taxes imposed by the local government of the region the laborer is registered under as of January 1 every year, regardless of nationality.

Tax amounts differ based on the previous year's income, the number of dependents, and other factors.

Welfare Program

Welfare programs refer to various systems, facilities, services, and more provided by the company to the employee and his or her family, in addition to salary.

Companies are legally obligated to pay into Shakai Hoken and Roudou Hoken as a part of this program, but there are other company-based benefits aimed to increase employee motivation.

① **Housing:** Rent subsidy, bachelor dorms, company housing, property accumulation savings, etc

② **Health and Leisure:** Management of hospitals, clinics, exercise spots, rest homes, and other facilities, health consultations, counseling, support for cultural and physical activities

③ **Other:** Congratulatory and condolences money, provision of uniform and working clothes

Lately, various welfare programs have started using point systems, and more companies have started to adopt a "cafeteria plan" where you can select the predefined benefit services according to your needs using your points provided by companies.

The Voice of Former International Students

The story of experienced job-seekers regarding the challenges and what they should have done when job hunting in Japan.



I regret not doing enough company research. Rather than trying to look into as many companies as possible, I felt that I could have worked more efficiently by doing company research and understanding more about international student employment at the same time.

Mongolian (Female)

Compared to Japanese students, I received a job offer late. I think it wouldn't have been that late if I had done self-analysis and industry research in my junior year, narrowed down the industry to a certain extent, and participated in internships and briefing sessions.

Vietnamese (Male)



I wish I had prepared for SPI test early on. All the companies I applied for implemented SPI, so I thought it was important to take a proper action early on.

Korean (Female)

I had a hard time preparing my resume. I think it's better to prepare early and have your teacher or Japanese friend check it before you submit it. Also, you should practice Japanese pronunciation and interview manners before the interview.

Chinese (Female)



I should have prepared for the online interview earlier. Since I didn't have earphones, I sometimes couldn't catch what the interviewer said. I also wondered if I should look at the screen or the camera.

Taiwanese (Female)

The questions I was asked in each interview were almost the same, so it would have been better to prepare what to answer in advance. Because Japanese is not my mother tongue, sometimes answers did not come out immediately.

Russian (Male)



Changing Your Status of Residence

Application for Change of Status of Residence

Changing from "Student" to a visa allowing you to work 67

Engineer / Specialist in Humanities /
International Services 68

Specified Skilled Worker 71

Designated Activities 72

Application for Change of Status of Residence

Changing from "College Student" to a visa allowing you to work

In order to work in Japan, international students are required to change their status of residence from "College Student" to a status of residence that allows them to work.

Types of status of residence allowing work

■ Those which allow work with restrictions regarding job type, industry, and work content

Highly Skilled Professional, Business Manager, Legal/Accounting Services, Medical Services, Researcher, Instructor, Engineer / Specialist in Humanities / International Services, Nursing Care, Specified Skilled Worker, etc.

- The Highly Skilled Professional residence status is for those who have at least a certain number of points calculated based on academic background, professional career, annual salary, etc.

- The Engineer/Specialist in Humanities/International Services status accounted for approximately 90% of the residence statuses held by international students that changed their residence status for the purpose of working in Japan in Reiwa 1 (2019).

Points to note when applying for a change of status of residence

① Prepare the required documentation as early as possible.

There are certain documents that must be prepared by recruiting companies, and it is recommended that these are gathered as early as possible.

② The screening process takes between one to three months from the time of application, so applications must be sent in as early as possible.

Application acceptance begins in January as a basic principle (For Specified Skilled Worker, December at all bureau locations; for other statuses of residence, e.g., usually December at the Tokyo Regional Immigration Bureau and the Osaka Regional Immigration Bureau) so that new graduates can begin work in April. Applications must be submitted again if any documents are insufficient, which raises the possibility of the process not being completed in time for starting work, so they must be prepared as early as possible.

③ Applications must be submitted by the person in question as a basic principle.

If the applicant is not able to apply in person, it is possible for an intermediary who has given a notification of intermediary to the head of the Regional Immigration Bureau to submit the application.

④ It is possible to reapply as a basic principle in the event of an application being rejected.

Applicants must have an appropriate and valid period of stay remaining. Reapplications will not be authorized unless the reason for the application being rejected is improved.

For more information, see "Guidelines for Permission for Change of Status of Residence and Extension of Period of Stay "(available in multiple languages).
https://www.moj.go.jp/isa/publications/materials/nyuukokukanri07_00058.html



Websites containing the procedures necessary for changing the status of residence

■ Immigration Services Agency

<https://www.moj.go.jp/isa/>



■ Tokyo Employment Service Center for Foreigners

<https://jsite.mhlw.go.jp/tokyo-foreigner/>



Engineer / Specialist in Humanities / International Services

Types of status of residence international students change to after getting a job

Engineer/Specialist in Humanities/International Services

Activities	Activities to engage in services, which require skills or knowledge pertinent to physical science, engineering or other natural science fields, or to engage in services, which require knowledge pertinent to jurisprudence, economics, sociology or other human science fields, or to engage in services which require understanding of and sensitivity to foreign cultures, based on a contract with a public or private organization in Japan.
Main jobs and job types	Management, finance, general affairs, legal affairs, planning, product development, design, marketing, advertising, public relations, interpretation, translation, language instruction, production technology, research and development, engineering, programming, architectural design, system administration, etc.
Requirements and criteria	<p>① Majored in the industry field of the job you are pursuing, gained necessary, job-related knowledge from and graduated from university, or have received equivalent education. Or, complete special training at a vocational school (only in cases coming under the necessary completion requirements as set out by the Minister of Justice). Or, acquire a decent knowledge of the industry you want to enter based on 10 years or more of business experience (includes time spent majoring in subjects related to the aforementioned knowledge at a technical college, high school, second half of secondary school, or specialty course at a vocational school).</p> <p>In cases in which the applicant is to engage in work where skills and knowledge related to information processing are required, the applicant is not required to satisfy the requirements as set out by the Minister of Justice as long as he/she has passed the specified examination on information processing skills or has obtained certification as set out by the Minister of Justice for information processing skills.</p> <p>② In cases the applicant is to engage in work that requires understanding of and sensitivity to foreign cultures, the applicant must have at least three years of work experience in translation, interpretation, language instruction, public relations, advertising, overseas transactions, clothing or interior design, product development, etc. In cases where the applicant is to engage in work such as translation, interpretation, or language instruction, no work experience is required if the applicant has graduated from a university.</p> <p>③ The applicant must receive no less compensation than a Japanese national would receive for comparable work.</p>
Period of Stay	5 years, 3 years, 1 year, or 3 months (Visa extension is applicable.)



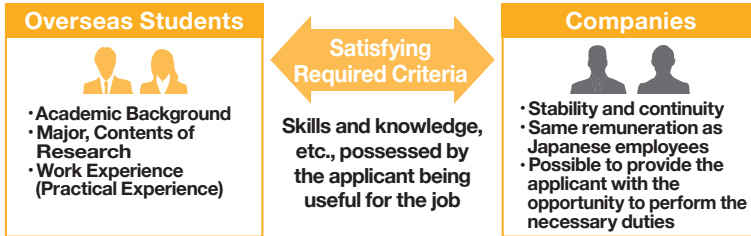
Subjects majored in at university or vocational school should be related to knowledge and skills required for the work you intend to engage in. (The relativity is less strictly considered for university.)

- University graduates can engage in translation from or into their native language, interpretation, and/or language instruction regardless of university major.
- In regards to computer technology related work, persons who pass an information processing skills examination set by the Minister of Justice or obtain certification in the field can engage in such work regardless of what their major was at university or vocational school or whether they graduated.

Requirements for changing the status of residence

Four points pertaining to the screening process for changing of the status of residence are as follows:

- ① **Applicant's academic background (major, contents of research, etc.) and other background information indicating the possession of the required skills and knowledge, etc.**
- ② **Skills and knowledge, etc., possessed by the applicant being useful for the job description.**
- ③ **Treatment of the applicant (remuneration) being acceptable.**
- ④ **The scale and business results of the recruiting company indicating stability and continuity, and being able to provide the applicant with the opportunity to perform the necessary duties.**



Preparing Required Documents

Since the documentation required is different depending on the institution at which you are to be employed, check with the company you will work for which category applies to you.

Category 1	Category 2	Category 3	Category 4
<ol style="list-style-type: none"> ① Company listed on any of Japan's stock exchanges ② Mutual company involved in the insurance industry ③ National or regional organization run by Japan or an overseas nation ④ Independent administrative institution ⑤ Special corporation or licensed corporation ⑥ Public service corporation authorized by a national or regional public organization in Japan ⑦ Public corporation listed in Appendix #1 of the Corporation Tax Act ⑧ A company is applicable for the items (b) or (c) in the middle column of the special addition section in the table in Article 1, Paragraph 1 of the Ministerial Ordinance on Highly Skilled Professional (innovation creating company) ⑨ Small-to-mid-sized companies that meet certain requirements * <p style="font-size: 0.8em; margin-top: 5px;">*Those recognized by the director of the Prefectural Labor Bureau as a 'Youth Yell Company' under the 'Youth Yell Recognition Program' instituted by the Ministry of Health, Labour and Welfare (As of January 2020)</p> 	<ol style="list-style-type: none"> ① Organizations or individuals for which the withheld income tax sum listed on the total withholding record of employment income included in statements of earnings or other statutory tax reports for the previous year is 10 million yen or more ② Organizations which have obtained approval for application of residence through the online residence application system 	<p>Organizations or individuals (excluding those listed in category 2) that have submitted statements of earnings in withholding tax records or other statutory tax reports for employees for the previous year</p>	<p>Organizations or individuals not covered by Categories 1 to 3</p>

Category	Documentation required(See page 70 for the details of ① to ⑩)									
	①	②	③	④	⑤	⑥	⑦	⑧	⑨	⑩
Category1	●	●	●	●						
Category2	●	●	●	●						
Category3	●	●	●	●	●	●	●	●	●	
Category4	●	●	●	●	●	●	●	●	●	●

- ① Application for change of status of residence (with photograph of 4cm tall and 3cm wide)
- ② Passport and Resident Card (including Alien Registration Cards, which are considered to be Resident Cards)
- ③ Documentation providing evidence of the company's eligibility for any of the categories mentioned previously on page 69

Category 1: Quarterly report or documentation providing evidence of the company being listed on any of Japan's stock exchanges (copy)

Documentation providing evidence that the establishment of the company was authorized by a competent authority (copy)

Documentation certifying that the company is applicable for the items (b) or (c), in the middle column of the special addition section in the table in Article 1, Paragraph 1 of the Ministerial Ordinance on Highly Skilled Professional (innovation creating company) (Example; A copy of the notice of decision for grant of subsidy)

Documentation that certifies that the company satisfies certain conditions as above (Example; copies of certificates)

Category 2: Documentation that certifies that the use of the online residence application has been approved (Example; e-mail notification of approval regarding an application for permission to use)

Category 2 and Category 3: Statements of earnings in withholding tax records or other statutory tax reports for employees for the previous year (copy affixed with seal of receipt)

- ④ Documentation providing evidence of the titles of diplomas or advanced diplomas received (vocational school students only)

- ⑤ Documentation providing evidence of the applicant's activities, etc.

Documentation clarifying the labor conditions given to the worker based on Article 15, Paragraph 1 of the Labor Standards Act and Article 5 of the Ordinance for Enforcement of the Act in the event of a labor contract having been concluded

- ⑥ Documentation proving the applicant's academic history and work history, and other personal background information, etc.

(1) A resume stating the organization, period of work, and details of the skills and knowledge that the applicant was engaged in which are relevant to the application

(2) Any of the following documents providing evidence of academic background and work experience, etc.
 a. Graduation certificate issued by a university, etc., or other documentation providing evidence of having received education that is equivalent or upper. Applicants with qualifications from India's DOEACC system are required to submit DOEACC qualification certificates (limited to level A, B, or C).

b. Documentation providing evidence for the applicant's work experience as listed in the employment certificate, etc. (including certificates issued by universities, colleges and high schools, etc., or vocational schools listing the periods that the applicant majored in specialist subjects pertaining to the relevant skills and knowledge)

c. For IT engineers, proof of passing the specified examination or having obtained certification for information processing skills as set out by the Minister of Justice in a special provision public notice

*For applicants who will be performing duties that require an understanding of or sensitivity toward foreign culture, applicants are required to submit documentation providing evidence of at least three years' experience in relevant work (excluding applicants who graduated from universities and will be involved in translation, interpretation, or language teaching activities).

- ⑦ Certificate of the Registered Matters

- ⑧ Either of the following documents that clarify the contents of the duties performed

(1) Overview of the employing company detailing the history, officers, organization, and business affairs (including main clients and business results) of the company

(2) All other documentation produced by the employing company that conform to (1) listed above

- ⑨ A copy of the financial statements for the most recent fiscal year (Category 3 and Category 4) A business plan in the case of a new business (Category 4 only)

- ⑩ Documents that clarify the reason for the inability to submit all employees' statements of earnings in withholding tax records or other statutory tax reports for employees for the previous year

The information above is only a summary. For more details, please refer to the page of the Immigration Services Agency below.

https://www.moj.go.jp/isa/applications/procedures/nyuukokukanri07_00095.html



Specified Skilled Worker

With the objective of accepting foreign workers for industrial fields with a serious shortage of labor, the Act for Partial Amendment of the Immigration Control and Refugee Recognition Act and the Act for Establishment of the Ministry of Justice was promulgated on December 14, 2018 and the new status of residence Specified Skilled Worker created on April 1, 2019.

Specified Skilled Worker (i)

This is a system for accepting foreign nationals with a specified level of specialty and skills who are already capable in order to deal with the serious shortage of labor. It is a status of residence for foreign nationals engaging in work requiring considerable knowledge, skill, and/or experience belonging to a specified industrial field.

Specified industrial fields

The 12 specified fields are nursing care; building cleaning management; materials, industrial machinery, electrical and electronic information related manufacturing; construction industry; shipbuilding/ship machinery industry; automobile maintenance; aviation industry; accommodation industry; agriculture; fishery & aquaculture; manufacture of food and beverages; and food service industry.

Note: There are two types of status of residence Specified Skilled Worker: Specified Skilled Worker (i) and Specified Skilled Worker (ii). Specified Skilled Worker (ii) is a status of residence for foreign nationals engaging in work requiring proficient skills belonging to specified industrial fields. The 11 fields except nursing care are considered Specified Skilled Worker (ii). As for the nursing care category, it is not considered as Specified Skilled Worker (ii) since there is already a "nursing care" field in the current "status of residence in professional/technical field".

Major requirements for Specified Skilled Worker

Specified Skilled Worker (i)

Activities	Activities engaging in work requiring a considerable degree of knowledge or experience as specified by an Ordinance of the Ministry of Justice that is in a specified industrial field (a field of industry designated by an Ordinance of the Ministry of Justice as one requiring the hiring of foreign nationals due to the difficulty in securing workers) and based on an employment contract with a public or private organization in Japan as designated by the Minister of Justice.
Major job types	Duties to be engaged in specific industrial fields are predetermined. Examples: Accommodation industry <ul style="list-style-type: none"> Jobs related to hospitality services such as reception, planning and public relations, customer service, and restaurant services in accommodations Examples: Food service industry <ul style="list-style-type: none"> General restaurant work (food preparation, customer service, restaurant management) Please see the document below for other specified fields. https://www.moj.go.jp/isa/content/930004975.pdf
Requirements and criteria	<ul style="list-style-type: none"> Is 18 years of age or older Has passed a skill test and a Japanese language test (persons who have successfully completed Technical Intern Training (ii) are exempt from the testing requirement) Has not resided in Japan under the status of Specified Skilled Worker (i) for a total of 5 years or more Has not paid a security deposit or concluded a contract with penalties. If there are expenses to be borne by the candidate, they fully understand the details of the expenses Will be given remuneration equivalent or superior to if a Japanese national were to be engaged and others
Period of stay	A term individually designated by the Minister of Justice (1 year or less), which can be renewed up to 5 years in total.

Immigration Services Agency of Japan "For international students who wish to transfer to Specific Skills Visa"

https://www.moj.go.jp/isa/policies/ssw/nyuukokukanri07_00003.html



Application for Change of Status of Residence

Engineer / Specialist in Humanities / International Services

Specified Skilled Worker

Designated Activities

Designated Activities

(Public Notice No. 46: Graduates of a university in Japan)

To promote the retention of capable foreign workers who have graduated from universities or graduate schools in Japan, a Ministry of Justice Public Notice was revised in May 2019 to expand opportunities for employment of international students who are foreign nationals and are expected to contribute to the revitalization of the economy in Japan.

The revision of a Ministry of Justice Public Notice to support the employment of international students

This system permits graduates of universities in Japan to engage in a wide range of work at a public or private organization in Japan with the requirement that they utilize the broad knowledge and skills acquired at universities and the like in Japan and the high level of Japanese language gained through experience as an international student. General hospitality or manufacturing work is not permitted as the major activity while under the status of residence Engineer / Specialist in Humanities / International Services, but this system permits such activities if the requirements below are met. However, work that is legally stipulated to be performed by a licensed person (requiring an occupational license) and work related to adult entertainment are not permitted.

Major requirements for Designated Activities

Designated Activities (Public Notice No. 46: Graduates of a university in Japan)

Activities	Activities engaging in work based on a contract with a public or private organization in Japan as designated by the Minister of Justice for work as a full-time employee of the aforementioned organization (including engaging in work requiring smooth communication using the Japanese language and excluding engaging in work in the adult entertainment business or work legally stipulated to be performed by a licensed person).
Requirements and criteria	<p>Persons who have graduated from a university or have completed a program at a graduate school in Japan, have been awarded a degree, and have a high level of skill in the Japanese language are eligible.</p> <p>① Academic history Limited to graduation from a 4-year university or completion of a graduate school in Japan. Graduation from a junior college or specialized training, or graduation from a university or completion of a graduate school in a foreign country are not eligible.</p> <p>② Japanese language skill a) Persons scoring N1 on the Japanese-Language Proficiency Test (JLPT) or 480 or greater on the BJT Business Japanese Proficiency Test are eligible. b) In addition, persons who have graduated from a university having selected the Japanese language as their major in university or graduate school are deemed to have fulfilled (a). Persons who had selected the Japanese language as their major in university or graduate school in a foreign country are also deemed to have fulfilled (a), however, in such cases, the person also must have graduated from a university or have completed a graduate school in Japan.</p> <p>③ Wages A person must be paid a wage equivalent or superior to if a Japanese national were to be engaged. Whether the amount is equivalent or superior to Japanese nationals is not determined uniformly based on a set remuneration amount, but on whether the amount is equivalent or superior to Japanese nationals engaging in similar work based on the wage constitution of the region and the individual company, referencing the wages of persons engaging in similar work at other companies.</p>
Period of stay	5 years, 3 years, 1 year, 6 months, or 3 months (Visa extension is applicable.)

<Points of note>

- Limited to work as a full-time employee. Part-time work, such as short hours, and contracts for a limited period are not eligible.
- Only activities engaging in work during the contract period are eligible. Labor activities at another company as a dispatched staff member are not permitted.

Points-Based Preferential Immigration Treatment for Highly-Skilled Foreign Professionals

This is a system in which points are allocated in accordance with the academic background, work experience and annual salary, etc., of foreign nationals. Applicants who score 70 or more points receive preferential treatment with regards to the easing of requirements for permanent residence, permission for spouses to work, and preferential processing of entry and residence procedures, etc.

1 Outline and Objectives of the System

The Points-Based Preferential Immigration Treatment for Highly-Skilled Foreign Professionals was enacted on May 7, 2012, for the purpose of promoting the entry of highly-skilled foreign professionals into the country. The objective of this system is to promote the entry of highly-skilled foreign professionals into Japan by dividing their activities into the three categories of [Advanced Academic Research Activities], [Advanced Specialized Technical Activities] and [Advanced Business Management Activities], and awarding points in accordance with their [Academic Background], [Work Experience], [Annual Salary], and other criteria depending on the characteristics thereof, and granting preferential immigration treatment to those who achieve a predetermined total of points (70 points).

2 Preferential Immigration Treatment

Three Categories of Activities of Highly-Skilled Foreign Professionals
<p style="color: #f9e79f;">Advanced Academic Research Activities [Highly-Skilled Professional (i) (a)]</p> <p>Activities of engaging in research, research guidance, or education based on a contract entered into with a public or private organization in Japan</p>
<p style="color: #f9e79f;">Advanced Specialized Technical Activities [Highly-Skilled Professional (i) (b)]</p> <p>Activities of engaging in work requiring specialized knowledge or skills in the field of natural sciences or humanities based on a contract entered into with a public or private organization in Japan</p>
<p style="color: #f9e79f;">Advanced Business Management Activities [Highly-Skilled Professional (i) (c)]</p> <p>Activities of engaging in the operation or management of a public or private organization in Japan</p>


- [Highly-Skilled Professional (i)]**
- (1) Permission for multiple residence activities in Japan
 - (2) Granting of a five-year period stay
 - (3) Easing of requirements for permanent residence with regard to the period of stay
 - (4) Permission for the spouse of the highly-skilled foreign professional to work
 - (5) Permission to bring parent(s) to Japan under certain conditions
 - (6) Permission to bring a domestic worker to Japan under certain conditions
 - (7) Preferential processing of entry and residence procedures

- [Highly-Skilled Professional (ii)]**
- a. In conjunction with the activities of "Highly-Skilled Professional (i)", permitted to engage in almost all of the activities under the authorization for employment
 - b. Granted an indefinite period of stay
 - c. Eligible for the preferential treatment of the above-mentioned (3) to (6)
- **Highly-Skilled Professional (ii)*** is for foreign nationals who have engaged in activities of "Highly-Skilled Professional (i)" for three years or more.

Points-Based Preferential Immigration Treatment for Highly-Skilled Foreign Professionals
https://www.moj.go.jp/isa/publications/materials/newimmiact_3_index.html



Open for Professionals/The portal site for utilizing highly-skilled foreign professionals
 This site provides easy-to-understand information for foreign nationals on highly-skilled foreign professionals who live in Japan or who are considering living in Japan, such as preferential treatment for immigration, etc.
<https://www.jetro.go.jp/hrportal/>



Application for Change of Status of Residence
 Specialist in Humanities / International Services
 Engineer /
 Specified Skilled Worker
 Designated Activities

Job Hunting Reports



Mr. Chu Kok Dat

Nationality: Vietnamese

University/school: Sapporo International University

Department/Faculty: Department of Tourism Business

Period of study in Japan: October 2017 to March 2024

The place where he plans to work: Ridge works Co., Ltd.

Japanese proficiency: JLPT N1

Reason for working in Japan

I wanted to be a bridge between my home country, Vietnam and Japan, and work in the IT field. I chose to be a bridge system engineer to contribute to Japan and Vietnam by utilizing the language and IT knowledge I had learned.

Reason for choosing my company

I chose the company based on the following three important points in mind, "Can be a bridge between Vietnam and Japan", "A safe working environment" and "Actively working on cutting-edge technology".

Company job content

Through the development of software and services, the company provides solutions to problems that customers have faced such as networking, educational activities, medical care, etc., from a variety of perspectives.

Self-promotion to companies

I emphasized the desire that I would like to always try new things by making the most of various experiences I had since I came to Japan and my energetic personality to jump into new environments without fear.

Number of companies applied to during job hunting

Application: 6, Company briefing session: 10 (joined online 6 out of 10), Internship 2 (joined online : 0), Interview 6 (joined online 4 out of 6)

Effective job hunting strategies

Actively participate in company briefing sessions. You can gain a deeper understanding of the company and get a chance to actively ask questions on what you want to know, which will be useful for interviews. I think it is a good opportunity to meet and find companies even for those who are not sure about their ambition.

How I researched industries and companies

I carried out a company research on my own using job hunting websites and the company's website as well as gathered the info. of the company with the help of teachers in university and friends, and then I participated in company briefing sessions and internships.

Things to be careful of regarding application forms and resumes

I tried to understand the company's point of view and make them feel that I would show an outstanding performance after joining the company. I paid attention to the structure of the texts to ensure that they are easy for the company to read and understand, and added objective figures and evaluations from other people to the conclusion.

Things to be careful of during interviews

I prepared application documents and personal belongings and practiced interviews well enough. By doing so, you can answer questions from interviewers with confidence. In an interview, the first impression is also very important so I cared about grooming and manners. At the end of the interview, I tried to greet them cheerfully with a smile.

Questions asked during interviews

Why do I want to work in the IT field, the reason why I chose the company rather than other companies, my strengths and weaknesses, what I worked hard for when I was a student, and my career path for the future, etc.

Hopes and plans for the future

I would like to acquire more IT skills and develop the company. In the future, I would like to establish a base in Vietnam and develop medical systems that will help people.

Advice to future job-seekers

The sooner, the better. Once you decide which companies you will apply to based on company briefing sessions and company tours, I suggest you participate in their internships since you can make the most of the experience for self-promotion. If you don't know your strengths and weaknesses, I think it is a good idea to take feedback from people around you. Good luck everyone!



Mr. Le Sinh Nhat

Nationality: Vietnamese

University/school: Ashikaga University

Department/Faculty: Faculty of Engineering, Department of Innovative Engineering, Division of Systems and Information Engineering

Period of study in Japan: April 2018 to March 2023

Place of work: CRESCO, LTD.

Japanese proficiency: JLPT N1

■ Reason for working in Japan

The reason why I decided to work in Japan is because I wanted to experience and learn Japan's unique technology and culture, and deepen my expertise. I was also attracted by the stable economic situation, high quality of living environment, and history in Japan.

■ Reason for choosing my company

First of all, the company has an ideal environment where I can be active in the field I am interested in. Also, the company cares about whether staff feel happiness and their growth at work, and has an excellent benefits package. I was convinced that I could build a long-term career with the company since I empathized with the company's future vision and corporate culture, so I chose this company.

■ Responsibilities at work

CRESCO, LTD. is a cutting-edge company providing various services in the IT field. They develop applications, enhance digital marketing, and offer cloud services.

■ Self-promotion to companies

I talked about my experience in which I flexibly dealt with programs according to circumstances and I worked with a team to achieve the goals to emphasize my adaptability and cooperation skills in a team. I also strongly promoted myself on how I can contribute to the company after joining by explaining my interest in cutting-edge technology and willingness to continuously learn.

■ Number of companies applied to during job hunting

Application: 20, Company briefing session: 40 (joined online 40), Internship 15 (joined online 15), Interview 5 (joined online 5)

■ Effective job hunting strategies

It was effective to conduct a thorough self-analysis beforehand to clarify my strengths and weaknesses. The feedback from mock interviews and application forms was also useful for the improvement. An effective approach based on self-analysis led to the official job offer from the company.

■ How I researched industries and companies

I first gathered an extensive amount of information and organized the contents. And then, I actually participated in several company briefing sessions and internships, and listed the information I gained there. By doing so, I could deepen my understanding of the companies.

■ Things to be careful of regarding application forms and resumes

I included the concrete experiences in an easy-to-understand manner. For the self-promotion and experience, I think I could successfully convey my ability based on experience and results. I also thought carefully about the reason why I chose the company and how I can contribute to the company.

■ Things to be careful of during interviews

In the interview, I tried to be calm and answer politely. I think I was able to answer the questions accurately by sharing my experiences. I also prepared for the interview by understanding the characteristics of the company and the trends in the industry in advance.

■ Questions asked during interviews

My strengths and weaknesses, learning from past experiences, my future goals, and other questions related to concrete reasons for application.

■ Hopes and plans for the future

Contribute to society by making full use of technology. I would like to take advantage of the expertise and skills I have and develop services and products that make people's life more convenient. I want to be a helpful person in our society as an engineer.

■ Advice to future job-seekers

It is very important to be yourself while job hunting. Don't compare yourself with others, and believe in your strengths and value. Accept failures and setbacks as experiences and make use of them next time. With hard work, perseverance, and positive thinking, please create your own future.



Mr. Tan Haojun

Nationality: Malaysia

University/school: Nanzan University

Faculty of Foreign Studies, Department of Asian Studies

Period of study in Japan: April 2018 to March 2022

Place of work: Toyota Tsusho Corporation

Japanese proficiency: JLPT N1

Reason for working in Japan

I strongly wanted to "export Japanese products and the best services to the world" using my own experience. In Malaysia, high-quality Japanese products are popular, but after-sales service is not satisfactory and there is room for improvement. I wanted to get a job in Japan and establish cross-national, customer-centric services as part of a social culture.

Reason for choosing my company

I wanted to expand customer-centric service to the world, and Toyota Tsusho has the network to do so. I am eager to provide the best service in the world. I would like to listen to the local people and solve their issues.

Company job content

Toyota Tsusho provides products and services essential to creating a rich and comfortable society in a wide range of business areas around the world. We have seven sales headquarters, including Metals, Global Parts & Logistics and Automotive.

Self-promotion to companies

I appeal to companies with my strengths, such as my communication skills, ability to adapt to and service in any environment, as well as ability to think from the other person's point of view, which are personality traits required in the industry and by companies. In response to the question, I told them what kind of person I was.

Number of companies applied to during job hunting

Application : about 50, Company briefing session : 60 (40 out of 60 were online), Internship : 5 (4 online internships), Interview : about 30 (about 25 online interviews)

Effective job hunting strategies

Taking in other people's opinions, gathering information about social situations and job hunting from books, etc., gain experience in interviews, getting to know yourself better than anyone else, and not pushing myself too far.

How I researched industries and companies

I researched industries that I didn't think I was interested in, and I participated in internships and other programs for industries that I found interesting. If you don't know what industries are out there, I recommend using an industry map.

Also, I think it is good to refer to the employment record of the senior students.

Things to be careful of during interviews

I think it would be easier to answer if you replace "Reason for applying", an essential item on the application form, with "Reason why I think I can contribute to the company" I didn't write my idea and thoughts, but I wrote how I can contribute to the company based on my experience.

Things to be careful of during interviews

It's important to consider the goal of the interviewer. I went into the interview always thinking about the interviewer's intent of asking a question and what they wanted to know. I also think it's a good idea to make the interview itself a fun event. You may get nervous and only think about yourself, but it's best to relax and be confident.

Questions asked during interviews

Questions that I remember the most were what personality and characteristic traits of my parents have I inherited, and what I think I am lacking of now. Other than that, most of the questions were basic.

Hopes and plans for the future

I want to make the world a better place to live. I would like to increase Asia's presence in the world.

Advice to future job-seekers

During an interview, it is important to prepare information such as your motivation for applying, your approach to job hunting, the company you are applying for, the competitors, and your future. When it comes to job hunting, the result is what you do and how much you do, so those who set a plan and take it seriously have the advantage.



Mr. Subroto Prasetyo Hudiono

Nationality: Indonesia

University/school: Tokyo University of Technology Graduate School

Graduate School of Bionics, Media Science Program

Period of study in Japan: April 2018 to March 2022

Place of work: CAPCOM Co., Ltd.

Japanese proficiency: Advanced (Business level)

Reason for working in Japan

I wanted to get a job in programming in Japan, where technology is advanced. The fact that games produced in Japan are world-famous and many Japanese companies being highly skilled were the main reasons for my decision to enter the game industry.

Reason for choosing my company

When I chose a company, I focused on whether they had a comfortable work environment or high-level technical skills, therefore I did a lot of research. My workplace was an ideal company with a good working atmosphere, an environment where I was constantly exposed to the latest technology, and a career advancement system in place that made me feel reassured.

Responsibilities at work

I program and develop game engine to create games. In order to make it easier for other engineers to make games, I take in any useful techniques, by studying new techniques or research papers on my own.

Self-promotion to companies

Technical skills are required to get a job as a programmer, so I appealed with what I studied and what I did when I was a student. In the gaming industry, many new technologies and research are published every year. In order to show my enthusiasm, curiosity, and desire to study, I appealed with what I wanted to study in the future and the skills I was interested in.

Number of companies applied to during job hunting

Application : 6, Company briefing session : 3, Internship : 2, Interview : 3 (all online)

Effective job hunting strategies

I looked for how I could contribute to the company by considering what kind of job and environment I wanted to work in and how I could use my skills. By clarifying my reasons, I can confirm my values, which leads to my appeal points. I was able to do the interview with confidence by putting a lot of thought into my preparations.

How I researched industries and companies

In addition to participating in company briefing events that multiple companies participated, I research industries and companies by gathering information through overseas forums.

Then, I made a list of and applied to companies I was interested in, while taking into account the opinions of my seniors and teachers.

Things to be careful of regarding application forms and resumes

It's important to write our answers clearly. Many students apply for the same company, so I thought a lot about my strengths and thought it over and appealed. I applied to several companies, and I wrote my answers according to the companies I was applying to in order to avoid having my application look sloppy from the company side.

Things to be careful of during interviews

I spent a lot of time preparing. I wrote down all the expected questions and prepared to answer any questions flexibly. I practiced a lot so I can participate the interview confidently. I prepared questions for the companies for the end of the interview to show my interest and willingness to work for them.

Questions asked during interviews

Companies always asked why I wanted to apply for the company. They also asked about something I worked hard for, challenges and clarification on information in my resume. In addition to these, they also asked some technical questions, including about my internships and research during school days.

Hopes and plans for the future

I want to develop technologies that can have an impact on the world and present them at overseas conferences.

Advice to future job-seekers

Work takes up so much of our life that it's important to think about whether it's something you really want to do. If your job search isn't going your way, make a plan. It is important to take action, no matter how small the impact of the action may be. Don't stop, take a step forward and do it.



Ms. Olonbayar Amina

Nationality: Mongolia

University/school: Kindai University

Faculty of Business Administration, Business Administration

Period of study in Japan: April 2017 to March 2022

Place of work: ORIX Bank Corporation

Japanese proficiency: JLPT N1

Reason for working in Japan

I decided to take a job in Japan because I wanted to gain experience by fully utilizing the knowledge I gained in university. Japan has a very well-equipped education system, including training after joining the company, so I thought that by putting in effort, I would have a chance to play an active role.

Reason for choosing my company

The "people" is important because financial institutions provide services based on trust. Because of this, I sought employment in a financial institution as I believe I can grow more. The biggest reason I decided to join my current company is that we have a unique business development that is different from other banks. Specializing in real estate, it is attractive to be able to acquire real estate knowledge while working as a banker.

Company job content

Rather than offering comprehensive services, we offer services that focus on our specialty, real estate. Currently, I am responsible for a series of operations, from accepting loan applications to implementing them for individuals who are purchasing mainstay investment condominiums or apartment buildings.

Self-promotion to companies

I talked about my experience managing school events and my ability to build relationships at my part-time jobs. I emphasized my ability to look at things objectively, notice problems, and think of solutions, as well as my sense of commitment and communication skills.

Number of companies applied to during job hunting

Application : 16, Company briefing session : 25, Interview : 8 (all online)

Effective job hunting strategies

Start preparing early. First of all, I think the first step in job hunting is to think through self-analysis about what you want to do and what you're good at. Before the interview, I also prepared answers to commonly asked questions and practiced while checking myself in front of a mirror.

How I researched industries and companies

I studied and gathered information from news and newspaper articles about the current situation and future trends in the industry as a whole. With regard to corporate research, after gaining basic knowledge through company websites and briefings, I delved into what I have heard about the company and related topics.

Things to be careful of regarding application forms and resumes

I think it's important to write clearly so that even strangers can understand, and make them want to meet and listen to what we have to say. Instead of writing something anyone could write, I tried to write something I only could write. It's also a good idea to have someone who doesn't know much about you read it once.

Things to be careful of during interviews

I focused on being myself. Instead of thinking too much about "I have to use Keigo, honorific properly" or "what if my Japanese is wrong," I focused on conveying my attractive points so they get to know more about me.

Questions asked during interviews

The reason I wanted to get a job in Japan, reason for applying, how I dealt with difficulties, what I worked hardest for, and the life event that made me feel that I have grown.

Hopes and plans for the future

I want to be someone who can be helpful and contribute to society. There are a lot of things I don't know yet, so I want to increase my knowledge and grow in the future.

Advice to future job-seekers

I think job hunting is a good opportunity to reflect on your own strengths, weaknesses, and past experiences. Taking this opportunity, I hope you find what you are suited for, what you want to do, and what you want to challenge, so that you can achieve the most satisfying results.

Job Hunting Guide for International Students 2025 is available as PDF data. If you wish to download one, please access the listed URL.

Japanese (外国人留学生のための就活ガイド)

URL:https://www.jasso.go.jp/ryugaku/after_study_j/job/guide.html



English (Job Hunting Guide for International Students)

URL:https://www.jasso.go.jp/en/ryugaku/after_study_j/job/guide.html



Useful "JASSO Job Hunting Support" websites

https://www.jasso.go.jp/ryugaku/after_study_j/job/info.html

1. Employment Service Centers for Foreigners

- Services: Provision of employment information, counseling and job placement, and internships
- Locations: Tokyo, Osaka, Nagoya and Fukuoka
- Languages supported: Tokyo and Fukuoka: English, Chinese and Ukrainian/ Osaka and Nagoya: English, Chinese, Portuguese, Spanish, Ukrainian and Vietnamese, etc.
- Consultation methods: Telephone and in person
- URL: Tokyo <https://jsite.mhlw.go.jp/tokyo-foreigner/>
Osaka <https://jsite.mhlw.go.jp/osaka-foreigner/>
Nagoya <https://jsite.mhlw.go.jp/aichi-foreigner/>
Fukuoka https://jsite.mhlw.go.jp/fukuoka-roudoukyoku/hw/fuzoku_kikan/gaisen.html

2. Public Employment Offices (Hello Work Offices)

- Services: Employment counseling
- Locations: Each prefecture
- Locations where foreign language phone calls are available: 47 prefectures
- Hello Work locations where foreign language interpreters are available: 31 prefectures
- Languages supported: English, Chinese, Portuguese, Spanish, Korean, Tagalog, Vietnamese, Nepali, Ukrainian, Thai, and Indonesian (varies by region).
- Consultation methods: Telephone and in person
- Hello Work Internet Service
URL: <https://www.hellowork.mhlw.go.jp/>
- Hello Work for new graduates
URL: <https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000132220.html>

3. Immigration Information Centers

- Services: Counseling on procedures for entering Japan, visa applications, etc.
Phone: ☎ **0570-013904** (IP Phone, from overseas: ☎ **+81-3-5796-7112**)
- Locations: Sapporo, Sendai, Tokyo, Yokohama, Nagoya, Osaka, Kobe, Hiroshima, Takamatsu, Fukuoka and Naha
- Languages supported: English, Chinese, Korean, Spanish, Portuguese and Vietnamese. (varies by region)
- email: info-tokyo@i.moj.go.jp (Languages supported: Japanese and English)
- URL: <https://www.moj.go.jp/isa/consultation/center/index.html>

4. Immigration Services Agency and Regional Immigration Bureaus

- Services: Procedures for changing status of residence, etc.
- Locations: Sapporo, Sendai, Tokyo, Narita Airport, Haneda Airport, Yokohama, Nagoya, Chubu Airport, Osaka, Kansai Airport, Kobe, Hiroshima, Takamatsu, Fukuoka and Naha
- Languages supported: Japanese
- Consultation methods: Telephone and in person
- URL: https://www.moj.go.jp/isa/other_languages.html?hl=en

5. The Japan Chamber of Commerce and Industry

- Services: Provision of company information and information related to job hunting, and recruitment for internships
- Locations: Each prefecture (Some services may not be available at certain locations.)
- Languages supported: Japanese
- Consultation methods: Telephone and in person * Services are not only for foreigners.
- URL: <https://www.jcci.or.jp/>



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STUDY in JAPAN