

SALES SERVICE COURSE②

This course aims to get a job as a sales/service staff member, and you will learn the necessary business communication, basic word and excel computer skills, and what is necessary for job hunting.

APPLICATION PERIOD

18/7/2024 (Thu)

-

27/8/2024(Tue)

TRAINING PERIOD

13/9/2024 (Fri)

-

12/12/2024 (Thu)

SELECTION

2/09/2024(Mon)

A.M.9:00

RESULT ANNOUNCEMENT

6/09/2024(Fri)

TARGET QUALIFICATION and COST

- **Textbooks:** (10,450 yen)
- Practical Japanese Communication Test
PJC Bridge (4,900 yen)
- **Excel** spreadsheet processing skill
certification test **level 3** (5,900 yen)

Training Location

Aimity Hamamatsu

Hamamatsu-shi Chuo-ku Funakoshi- cho 11-11

Training time

10:00h - 15:40h (May end 12h:25)

As a rule **from monday to friday**
excluding holidays

CAPACITY: 15 PEOPLE

(If there are not enough applicants, the event may be canceled)

Where to apply

Please consult your nearest **Hello Work**

※**for those who want to utilize Child Care Services** during
class hours, the deadline is **August 20 (Tue)**


The target audience

- ① Have submitted a job hunting application at Hello Work and are eager to undergo training to upgrade their skills in order to secure a job.
- ② Foreign residents with no work restrictions on their visa or have the intention to permanently reside in Japan.
- ③ Fluent in Japanese at a conversational level and can read and write hiragana and katakana.

About the selection committee★



ハロートレーニング
—— 急がば学べ ——

Date and time	Starts at 9 am on Wednesday, September 2, 2024 ※Please get here 5 minutes early
Place	Shizuoka Prefectural Hamamatsu Techno College (2444-1 Koike-cho, Chuo-ku, Hamamatsu City) ※No childcare. ※Free parking, free bicycle parking lot. <div> MAP →  </div>
Details	Overview of the training, written test (General knowledge [Japanese language ability i.e. reading and writing of hiragana and katakana] & composition), interview, etc.
Things to bring	Writing materials (Pencil, ballpoint pen, eraser) ¥300 worth of stamps (Result notification mailing fee) 2 Colored photos (Vertical 30mm × Horizontal 25mm)
Results announcement	September 6, 2024 (Fri) Results will be sent to you by mail.
Others	●please be sure to go to the selection. ●Please be sure to contact us if you do not go to the selection .

For Inquiries	HAMAMATSU TECHNO COLLEGE 【TEL: Portuguese ・ Spanish】 053-462-5602 【ADD】 2444-1 Koike-cho, Chuo-ku, Hamamatsu City
For Inquiries	NPO FILIPINO NAGKAISA 【TEL : Japanese】 090-9175-8380 【TEL : Tagalog】 080-4308-8380 <div> Aimity →  </div>