

FREE / For All Years of Study

2nd and 3rd year students are welcome!
Graduates are also welcome!

Working Adult Preparation Workshops

1) Business Manners Session 2) Career Path Session

March 5, Wednesday

14:00-16:00

March 7, Friday

14:00-16:00

*You may also participate in only 1) Business Manners session or only 2) Career Path session.

Master the fundamentals of working in Japan and be prepared!

Learn Business
Manners in Japan

Understand how to work
in the Japanese workplace

Clarify your future
career goals

Start Working!

CHI-BA+KUN

Contents

Improved from the
Workshop held in September.

1) Business Manners Session

- 1 Basics of business communication
- 2 Business document writing
- 3 Behavior during meetings
- 4 Time management
- 5 Teamwork and collaboration
- 6 Self-management and Mental health

2) Career Path Session

- 1 Setting career goals
- 2 Career advancement strategies
- 3 Developing skill sets
- 4 Networking
- 5 Mentorship and coaching
- 6 Anecdotes and advice from senior international students

Lecturer



Yuan Wen-ting (Vivian)

★National Certification Career Consultant
★ICF ACC

Introduces various jobs at Japanese companies to talented job seekers abroad and international students.

Promotes multicultural coexistence through her role as the Japanese representative on the Diversity, Equity & Inclusion Committee at Adecco, which provides integrated human resource services in over 60 countries and regions.

Event Format: Online (Zoom)

Capacity: 30 participants per session

Application period: March 5 (Wed), 12:00 p.m.

*March 7 (Fri), 12:00 p.m. for participation in only 2) Career Path Session.

How to apply: Please apply via the 2D code or URL below. We will send the URL for the online course to those who have applied.



<https://workinchiba.pref.chiba.lg.jp/en/offer2>



050-4560-7575



info@workinchiba.pref.chiba.lg.jp



<https://workinchiba.pref.chiba.lg.jp>

Hours: 10:00-18:00, weekdays

*Except Saturdays, Sundays, national
holidays and the year-end and
New Year holidays