

2014 INTERNSHIP LISTINGS

Please read the postings carefully to make sure you meet the qualifications.

(NOTE)The information is subject to change without notice. Please note that not all of these institutions are guaranteed of receiving the interns.

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- 21 May UPDATED: (A) Chiba Bank has been updated!
 - 16 May UPDATED: (O) Japan Institute for Overseas Investment (JOI) has been added!
 - 13 May UPDATED: (I) Asia Financial Partnership Center (AFPAC) has been updated!
 - 8 May UPDATED: (H) Mizuho Bank has been updated!

(A)Chiba Bank (TBC) UPDATED 21 May

Website	http://chibabank.co.jp/english/
Department	[Contact Department] Human Resources Division [Workplace] 2or 3 Divisions in Chiba & Tokyo Head Office
Period	Three (3) weeks in August, 2014
Acceptable Interns' Number	One (1) or two (2) students
Required Japanese language level	<u>Intermediate-level (or above)</u> Intermediate-level (or above) Japanese conversation skill is preferable for better communication with the Bank staff
Job Description	<ol style="list-style-type: none"> 1. Research and analysis task on a specific industry, such as medical, agriculture, manufacturing, tourism, etc., in one Asian country 2. Research work on laws and regulations and taxation system in Asian countries 3. Preparation of report on business strategies for The Chiba Bank, Ltd. in Asian region, and its presentation 4. Retail branch's daily operation (onsite workshop) <p>- Supplemental Program - Intern(s) will be invited in a Holiday-workshop aiming at 'Cross-cultural Communication' as a guest speaker during the internship program</p>
Expected applicant	Well-motivated student interested in above tasks is appreciated.
Conditions	Actual commuting expense Actual lunch expense (max. amount of JPY 2,000 per day)

(B)GR Japan K.K.

Note: application for this position needs to be sent GR Japan K.K. directly

Website	www.grjapan.com/
Department	N/A
Internship Period	To be discussed
Number of Interns	2
Eligibility	GR Japan is the leading government relations and public affairs firm in Tokyo. We offer a full range of government relations and related services, from policy and issue monitoring, stakeholder mapping and in-depth intelligence, to stakeholder outreach, advocacy and public affairs campaigns. <ul style="list-style-type: none"> • Fluent in both spoken and written English and Japanese • Excellent communication skills and ability to work in a team • Keen interest in Japanese policy, politics and international business
Required Japanese language level	<u>Fluent</u> <ul style="list-style-type: none"> • Fluent in both spoken and written Japanese
Job Description	We are currently looking for a dynamic and bilingual intern to join our team on a variety of policy-related projects, including policy research, preparing presentations, generating content for the website and preparation for the events. Successful candidates will assist Executive Director and Communications Manager.
Ideal Candidate	Suitable interns who have satisfied our requirements must have a passion for policy and public affairs. An internship at GR Japan can help students and new graduates bridge the gap between university and the working world. During the program, interns will gain practical experience in public affairs and government relations which will benefit them in their career development.
Application Deadline	As needed
Condition	This position is unpaid
Application Documents	a) CV and b) Cover letter
Submit Application To	If you wish to apply for this intern, please send your CV and Cover letter directly to GR Japan (info@grjapan.com) and CC to International Affairs Office (intl-affairs@pp.u-tokyo.ac.jp)

(C)Gurunavi, Inc.

Website	http://www.gnavi.co.jp/company/english
Department	Plan Development

Internship Period	2 weeks in August - September 2014
Number of Interns	1
Required Japanese language level	Daily conversational skill is required
Job Description (Please describe within 100 words.)	1. Data research on Web sites 2. On the first day of the internship, Gurunavi will assign you a goal to achieve through the period. You are expected to give a presentation on the results on the final day.
Ideal Candidate	1. Candidate should have understanding of web services. 2. Candidate should have computer literacy for business level. 3. Candidate should have understanding of business concept of Gurunavi.
Condition	TBC

(D)Hitachi Group (TBC)

Website	http://www.hitachi.com/
Department	TBC
Internship Period	2 -3 weeks in August - September 2014
Number of Interns	TBC
Required Japanese language level	TBC
Job Description	TBC
Ideal Candidate	TBC
Condition	TBC

(E)Japan External Trade Organization (JETRO)

Website	http://www.jetro.go.jp/
Department	TBC
Internship Period	2 -3 weeks in August - September, 2014
Number of Interns	TBC
Required Japanese language level	TBC
Job Description	TBC
Ideal Candidate	TBC
Condition	TBC

(F) KDDI CORPORATION

Website	http://www.kddi.com/
Department	KDDI RESEARCH INSTITUTE.INC http://www.kddi-ri.jp/
Period of Internship	Mon 25 Aug - Fri 19 Sep is preferable (or Mon 18 Aug - Fri 12 Sep)
Number of Interns	1
Required Japanese language level	1. The applicant needs to have daily conversation skills in Japanese. 2. The applicant needs to have basic understanding to Japanese vocabulary and kanji to understand daily topics written in Japanese.
Job Description	Research & Investigation of the overseas Telecommunication infrastructures and Internet used environment at KDDI RESEARCH INSTITUTE.INC.
Ideal Candidate	<ul style="list-style-type: none"> • Analytical skills • Good research skills • Strong interest in Telecommunication industry
Condition	<ul style="list-style-type: none"> • 2,000JPY/day for commuting. • Lunch will be provided by the institution.

(G) Mitsubishi Corporation

Website	http://www.mitsubishicorp.com/jp/en/
Department	CSR & Environmental Affairs Department
Period of Internship	Aug. 25, 2014 (Mon) – Sep. 12, 2014 (Fri) (15 business days)
Number of Interns	2
Required Japanese language level	<u>Basic</u> Basic Japanese language ability is highly appreciated, though not a requirement to participate in this internship.
Job Description	Participants will spend the first portion of the internship learning about Mitsubishi Corporation's business activities and our approach to Corporate Social Responsibility (CSR) & Environmental Affairs. They will later be asked to research and prepare a 30-60 minute presentation on a CSR-related topic (to be assigned during the internship) to be presented to members of the department.
Ideal Candidate	Candidates should have an active interest in learning about Mitsubishi

	<p>Corporation and specific aspects of our business activities.</p> <p>The ability to research and summarize a wide variety of sources quickly will be helpful, as well as presentation skills including Microsoft PowerPoint.</p>
Conditions	<p>Costs for commuting and meals for the duration of the internship shall be borne by the participant.</p>
Note	<p>Another department of Mitsubishi Cooperation (MC) also seeks internship applicants. Job description will be confirmed in due course. Please let us know <u>by adding note that you are interested in another department of MC in your application form</u>. We will let you know the further details.</p>

(H) Mizuho Bank - UPDATED 8 May

Website	http://www.mizuhobank.com/index.html																										
Department	<p>Successful candidate will have an interview with Mizuho for the final selection. The department will be decided considering both candidate`s request and Mizuho`s needs. Mizuho will explain the details of each department during the interview.</p> <p>For example, the interns will be assigned to the divisions as such fields</p> <ul style="list-style-type: none"> • Market Business • HR (Research on the career management, personnel management etc.) • Industry / Market Assessment and Analysis • Information Technology • Corporate Advisory etc <p style="text-align: center;"><<EXAMPLES of assigned department in 2013>></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Host Divisions</th> <th>Months</th> </tr> </thead> <tbody> <tr> <td>Markets Coordination Div.</td> <td>March to August, 2013</td> </tr> <tr> <td>Industry Research Div.</td> <td>July and August, 2013</td> </tr> <tr> <td>Industry Research Div.</td> <td>July and August, 2013</td> </tr> <tr> <td>IT& Systems Planning Div.</td> <td>July and August, 2013</td> </tr> <tr> <td>Corporate Banking Division No. 16</td> <td>July and August, 2013</td> </tr> <tr> <td>International Treasury Div.</td> <td>August, 2013</td> </tr> <tr> <td>Corporate Research Div.</td> <td>February and March 2014</td> </tr> <tr> <td>International Coordination Div.</td> <td>August, 2013</td> </tr> <tr> <td>International Coordination Div.</td> <td>August, 2013</td> </tr> <tr> <td>Audit Div.</td> <td>July, 2013</td> </tr> <tr> <td>China Business Promotion Div.</td> <td>September, 2013</td> </tr> <tr> <td>Group Human Resources</td> <td>August, 2013</td> </tr> </tbody> </table>	Host Divisions	Months	Markets Coordination Div.	March to August, 2013	Industry Research Div.	July and August, 2013	Industry Research Div.	July and August, 2013	IT& Systems Planning Div.	July and August, 2013	Corporate Banking Division No. 16	July and August, 2013	International Treasury Div.	August, 2013	Corporate Research Div.	February and March 2014	International Coordination Div.	August, 2013	International Coordination Div.	August, 2013	Audit Div.	July, 2013	China Business Promotion Div.	September, 2013	Group Human Resources	August, 2013
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Internship Period	1-2 months (between July to August 2014)																										
Number of Interns	2																										
Required Japanese language level	Intermediate-level Japanese is preferable because it allows better communication with coworkers.																										
Ideal Candidate	<ul style="list-style-type: none"> • We are looking for candidates that have an interest in finance, a desire to learn, are responsible, and are a self-starter. • Advanced-level English is required. 																										
Condition	Transportation fee																										

(I) Asia Financial Partnership Center (AFPAC), Financial Services Agency

UPDATED 13 May

Website	http://www.fsa.go.jp/
Department	Office of International Affairs, Asian Financial Partnership Center (AFPAC)
Period of Internship	From 16 Sep - 26 Sep 2014(9:30-18:15) - TBC
Number of Interns	1-3
Eligibility	Applicant must be a government official from following Asian financial authorities at the time of application and during the entire internship ; <ul style="list-style-type: none"> • Myanmar • Indonesia • Thailand • Vietnam • Mongolian People's Republic
Job Description (Please describe within 100 words.)	The Financial Service Agency (FSA) of the Japanese Government established the Asian Financial Partnership (AFPAC) in April 2014. The AFPAC is located within the FSA in Kasumigaseki, Tokyo and is operated by the FSA. <ol style="list-style-type: none"> 1. Assist in liaising with foreign regulators and international organizations 2. Assist in conducting research on the issues related to financial services industry
Ideal Candidate	A fully motivated government official from financial authority in Asian country, preferably with sufficient Japanese language skills (not a prerequisite)
Condition	Unpaid

(J)NTT Communications

Website	http://www.ntt.com/index-e.html?link_id=ostp_headon
Department	Global Business
Internship Period	Late August - late September, 2014 (TBC)
Number of Interns	1
Required Japanese language level	Not required
Job Description	<ul style="list-style-type: none"> • Strategic planning and business promotion in Indonesia • Management support in Indonesia
Ideal Candidate	• <u>Candidate has to be an Indonesian national</u>

	<ul style="list-style-type: none"> • Candidate should have an active interest in telecommunication and related industry and wishes to pursue a career in the telecommunication industry in the future. • Candidate need to conduct yourself in a most credible and ethical manner during internship period (Absence without approval or valid reason, arriving late to work without permission is strictly not allowed).
Condition	TBC
Note	Successful candidate will have an interview with NTT Communications for the final selection.

(K) Osaka Gas Co., Ltd. 大阪ガス株式会社

Note: this internship program will be mostly conducted in Japanese

Website	http://www.osakagas.co.jp/en/index.html
Department	人事部 インターンシップ事務局 Internship Committee, HR division
Period of Internship	Tue, 19 August - Fri 29 August 2014 or from Mon 25 August (depends on the course you choose) 2014年8月19日(火)~29日(金) ※土日除く ※コースによっては8月25日(月)開始
Number of Interns	2
Eligibility 応募条件	<ol style="list-style-type: none"> 1. Candidates should attend 100% of internship program. 2. Preference will be given to applicants who have good Japanese proficiency. <ol style="list-style-type: none"> 1.全日程に参加できること 2.日本語レベルが高い者が優先される
Required Japanese language level	Daily conversational level is required at least however please note that mostly the program will be conducted in Japanese. 日常会話程度、しかしながら全コースにおいてある程度の日本語理解力は必要。実習はほぼ日本語で行われる予定。
Job Description	There are several options available (TBC). After GraSPP selection, successful applicants will apply for courses from several options. Courses will be announced in June only for successful applicants. <Course Examples> <ul style="list-style-type: none"> • Trading and procurement of natural gas, resources development • Urban Gas production • Urban Gas supply

	<ul style="list-style-type: none"> ・ Power generation power supply ・ Energy technology suggestions ・ LNG Plant engineering ・ Smart energy network development ・ PR and promotions ・ HR development etc <p>※各種コースを準備予定</p> <p><コース例></p> <ul style="list-style-type: none"> ・天然ガスの調達・トレーディング、資源開発 ・都市ガス製造 ・都市ガス供給 ・発電・電力供給 ・エネルギー技術提案 ・LNGプラントエンジニアリング ・スマートエネルギーネットワーク開発 ・広告宣伝・プロモーション ・人材開発
Ideal Candidate	<ul style="list-style-type: none"> ・ Candidates should have excellent communication skills and ability to work in a team ・ Candidate should have positive learning attitudes. ・ 協調性を持ち柔軟なコミュニケーションがとれる人 ・ 向上心や好奇心、自ら学ぶ姿勢を持つ人
Condition	Transportation fee and accommodation fee will be covered (TBC)
Note	Successful candidates will have interviews with Osaka Gas for the final selection.

(L)Sumitomo Mitsui Banking Corporation

Website	http://www.smfg.co.jp/english/
Department	Global Institutional Banking Department(GIBD)
Period of Internship	4 weeks in August, 2014
Number of Interns	One or two
Required Japanese language level	A little knowledge of Japanese is highly appreciated. (No need to be fluent, but if you can understand some simple instructions in Japanese, that will be very much appreciated.)
Job Description	- GIBD is the department in charge of Foreign FIs (Banks, Securities, etc.) and its primary role is to maintain the relationship through promoting

	<p>products, meeting with senior management etc.</p> <ul style="list-style-type: none"> - To cooperate with team members around the globe to develop relationship and business policy for FIs. - To conduct KYC/AML procedures for designated FIs in cooperation with the relevant depts. - To collect information/news in related to FIs and deliver/share them with colleagues in charge.
Ideal Candidate	<ul style="list-style-type: none"> - Students who have their own agenda and objectives about banking sector and banking business. - Students who have working experience in banking industries. - Students who wish to pursue careers in banking industries. - Students who have good skills in communication and presentation.
Condition	500 JPY/day for commuting and lunch will be provided (TBC).

(M) Softbank

Note: this internship program will be conducted in Japanese

Note: this internship will be paid and cannot be applied for GraSPP course credit

受入れ機関名	ソフトバンクグループ [ソフトバンク(株)／ソフトバンクモバイル(株)／ソフトバンクBB(株)／ソフトバンクテレコム(株)]
ホームページ	http://recruit.softbank.jp/graduate/ (ソフトバンクのインターンエントリーページを参照ください)
部署	全社に亘る(2013 年度実績: 34 本部)
インターンシップ期間	2014 年 8 月～9 月のうち 2 週間、もしくは 4 週間
受入れ人数(全体)	1-2 名
応募の資格	<ol style="list-style-type: none"> 1.応募時点において東京大学公共政策大学院の学生であること 2.日本語での日常的な会話、業務が可能な方(日本語で志望動機が書ける程度の日本語力が必要) 3.インターン期間中に他社で就業されている方、及び 2014 年 9 月 30 日時点で 28 歳以上の方を除く 4.新卒が望ましい
業務の内容	<p>ご希望と適性を考慮した上で、以下業務のいずれかに携わっていただく予定です。エントリーされた方に、希望する業務内容について選択をしていただきます。</p> <p>1.営業・企画コース 法人営業、代理店営業、営業戦略、サービス企画、カスタマーサポート、財務経理、人事総務 など</p> <p><例: 昨年度実施したインターンシップ業務内容></p> <ul style="list-style-type: none"> ・法人営業: 営業同行、顧客アンケート分析、プレゼン資料作成 など

	<ul style="list-style-type: none"> ・代理店営業: 営業同行、店舗視察、モバイル商品拡販に向けた調査・企画 など ・営業戦略: iPad 接客ツール作成サポート、店頭業務改善提案 など ・サービス企画: サービスの調査分析・施策立案、新規企画立案 など ・カスタマーサポート: カスタマーサポート業務、改善提案プレゼン など ・財務経理: 財務諸表比較分析、経理処理業務サポート など ・人事総務: 研修事務局運営、アンケート作成収集・報告資料作成 など <p>2.エンジニアコース</p> <p>ネットワークエンジニア、システムエンジニア、端末開発、研究開発、ソリューションエンジニア など</p> <p><例: 昨年度実施したインターンシップ業務内容></p> <ul style="list-style-type: none"> ・ネットワークエンジニア: 電波測定・調査分析、新規基地局の設置ポイント提案 など ・システムエンジニア: 障害検証、検証シナリオ作成、テスト実施・検証、開発支援ツール開発 など ・端末開発: 端末検証業務、アプリ動作テスト、端末デザイン企画業務サポート など ・研究開発: LTE 基本特性評価、基地局パラメータ調整評価、複数端末接続評価 など ・ソリューションエンジニア: 営業同行、システム導入業務サポート、運用シュミレーション など <p>※ ただし、実際に業務に携わっていただく内容は、上記例と変更になる可能性があります。</p> <p>※ 上記、業務内容で勤務先はグループ会社の可能性があります。</p>
<p>求める学生像</p>	<p>志の高い方(具体的には以下のような方を希望します)</p> <ol style="list-style-type: none"> 1.情報革命に情熱を燃やせる人。「情報革命で人々を幸せに」という経営理念に心から共感し、世の中を変えるために情熱を持って行動できる人。 2.時代の変化を捉え、自ら進化できる人。最先端の技術や新しいビジネスに興味を持ち、その中で自身の成長を実現できる人 3.No.1 にこだわり、挑戦し続ける人。現状に甘んじることなく、圧倒的 No.1 への強いこだわりを持ち、飽くなき挑戦を続けることができる人。
<p>応募書類</p>	<p>a) 履歴書 b) 志望動機および自己紹介文(A4 で 1 枚程度)</p>
<p>その他の条件</p>	<p><処遇について></p> <p>時給 870 円(超過勤務手当有) 交通費 1,000 円/日(上限)</p> <p><例: 実働 10 営業日、残業なし、交通費 1,000 円支給の場合></p> <p>支給額 77,425 円</p> <p><その他></p> <ul style="list-style-type: none"> ・障がいのある方は、必要な配慮について選考時にご相談ください。

	<p>・ 外国籍の方は、実際に雇用契約を交わす時点において、有償のインターンシップが認められている在留資格が必要です。入社手続き時に、在留カードを確認させていただく場合があります。</p>
注意事項	<p>1.本インターンシップは有償の為、GraSPPの「インターンシップ」の単位にはなりません。</p> <p>2.応募書類を国際企画チーム(intl-affairs@pp.u-tokyo.ac.jp)まで送付ください。GraSPPでの書類審査を通過した場合は、ソフトバンクでの面接審査に進むことが出来ます。その後の選考プロセス、最終的な合否等はソフトバンク側で進むことになります。</p>

(N) TOKYO GAS Co., Ltd.

Website	http://www.tokyo-gas.co.jp/foreign/english/index.html
Department	Smart Energy Business Development Dept.
Period of Internship	4 weeks in August - September, 2014
Number of Interns	1
Required Japanese language level	A little knowledge of Japanese is highly appreciated. (No need to be fluent, but if you can understand some simple instructions in Japanese, that will be very much appreciated.)
Job Description	<p>Your tasks are to “survey” and “analyze” in overseas as listed below.</p> <ul style="list-style-type: none"> - Customer service and business model of energy companies for electricity and gas deregulation. - The roles of Combined Heat and Power for the stability of energy distribution and demand, and for BCP. The policies, technologies and measures in those countries to support distributed energy systems. - Others, such as smart energy solutions.
Ideal Candidate	<ul style="list-style-type: none"> -Candidate who has an active interest in energy industry. -Candidate should be challenge-driven and has active interest in new business.
Condition	Daily allowance of 2,000 JPY including transportation for commuting and lunch cost will be paid.

(O) Japan Institute for Overseas Investment (JOI)

ADDED 16 May

Website	http://www.joi.or.jp/
Department	Research and Analysis Department
Period of Internship	4 weeks in July-August, 2014
Number of Interns	One Intern
Eligibility	<ol style="list-style-type: none">1. The applicant must have sufficient skills in Chinese, English, and Japanese. (Native speaker, or non-native with iBT95/ CBT240/ IELTS 7.0 or above level of English, JLPT N2 or above level of Japanese)2. The applicant with basic knowledge of foreign trade and investment is highly appreciated.
Job Description	<ol style="list-style-type: none">1. To collect and organize the data and information mainly from sources in Chinese concerning capital flows from China to ASEAN 3 late-developing countries (Lao PDR, Cambodia, and Myanmar)2. Assistant works for the research of foreign direct investment and business environment in the above- mentioned 3 countries.
Ideal Candidate	Knowledge of Chinese external economic relations and Chinese companies' activities, as well as political and economic conditions in ASEAN member countries is appreciated.
Condition	Commuting and lunch will be provided by the institution (TBC)