

User Manual



**Guideline to Register, Update CV, and Apply on the
RISE for Career Website**



TABLE OF CONTENTS

- 1** *Who we are*
- 2** *Knowing the flow and steps*
- 3** *How to Register*
- 4** *Updating your CV*
- 5** *How to Apply*
- 6** *Know the functions of the website*
- 7** *Feedback about RISE for Career*
- 8** *Advice from Staff*



WHO WE ARE



Rise for Career is designed for foreign engineer who want to work in Japan. Our platform is not only meant for those who are currently in Japan, but also for foreign residence engineer who want to work in Japan. So please take a use of our platform!

We have open positions in the field of IT, Civil, Electrical, Mechanical, Mechatronics, Architecture and other engineering fields.

IT ENGINEER
ELECTRICAL & MECHANICAL
CONSTRUCTION



100%
FREE SERVICE
from Job application
to job offer.



Our services are totally free. You can find jobs, attending seminars, participating in events and getting information about Japan's work and lifestyle. Our staff are always ready to support you.

Flow and Steps



How to Register

Registration Methods



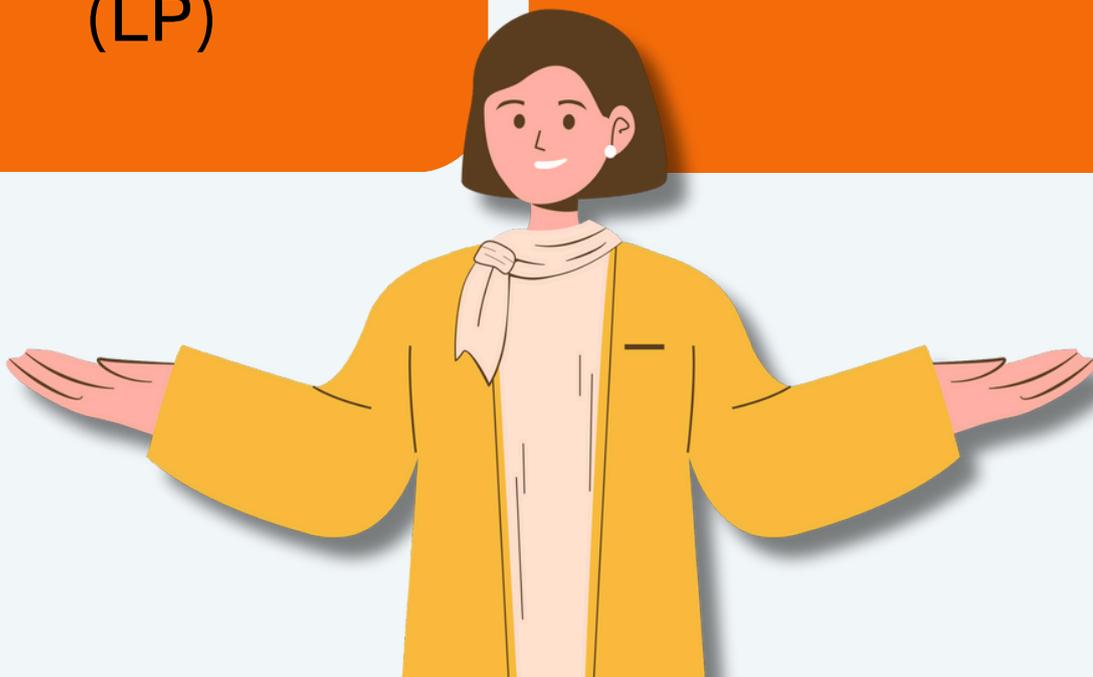
Method 1

From the
Registration Form
(LP)



Method 2

Registering from
the Web Page

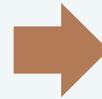


How to Register

Method 1: From the Registration Form

1

Go to the registration form using this link: [RISE for Career Registration](https://www.risefor-career.com/registration).



RISE for Career
-Jobs in Japan for Engineers-

DESIGN YOUR OWN CAREER

RISE FOR CAREER

-Jobs in japan for Engineers-

REGISTER NOW

www.risefor-career.com
contact@risefor-career.com

JOB PORTAL FOR FOREIGN ENGINEERS | ABOUT 38000 ENGINEER USERS | OVER 100 REGISTERED COMPANIES | ABOUT 600 OPEN JOBS

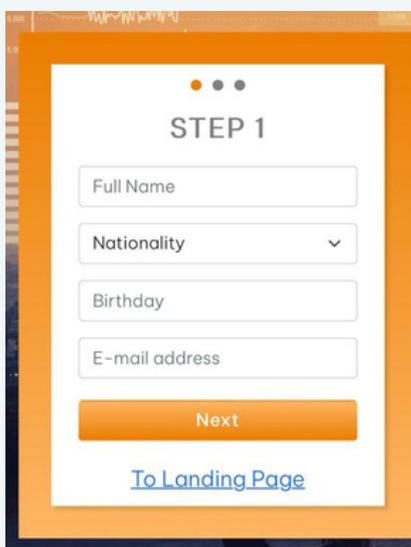
URL:<https://www.risefor-career.com/landing/top>

How to Register

Method 1: From the Registration Form

2

Complete the form with your personal details.



STEP 1

Full Name

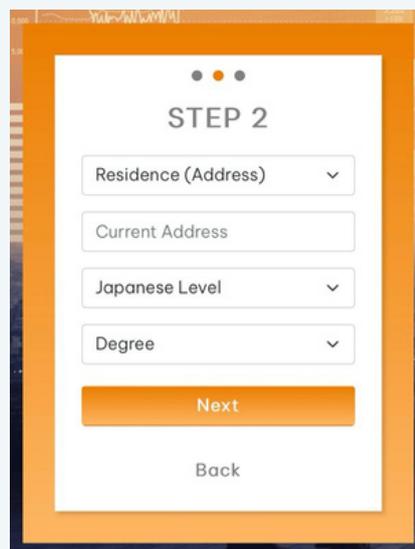
Nationality

Birthday

E-mail address

Next

[To Landing Page](#)



STEP 2

Residence (Address)

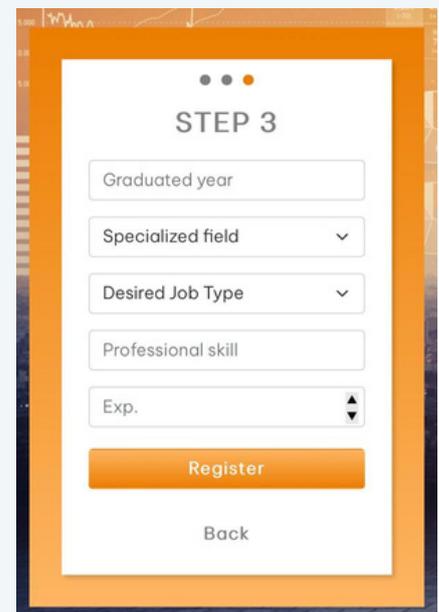
Current Address

Japanese Level

Degree

Next

Back



STEP 3

Graduated year

Specialized field

Desired Job Type

Professional skill

Exp.

Register

Back

- Use personal e-mail.
- Do NOT use university e-mail

3

Submit the form to create your account.

How to Register

Method 1: From the Registration Form

4 Check email for verification link



5

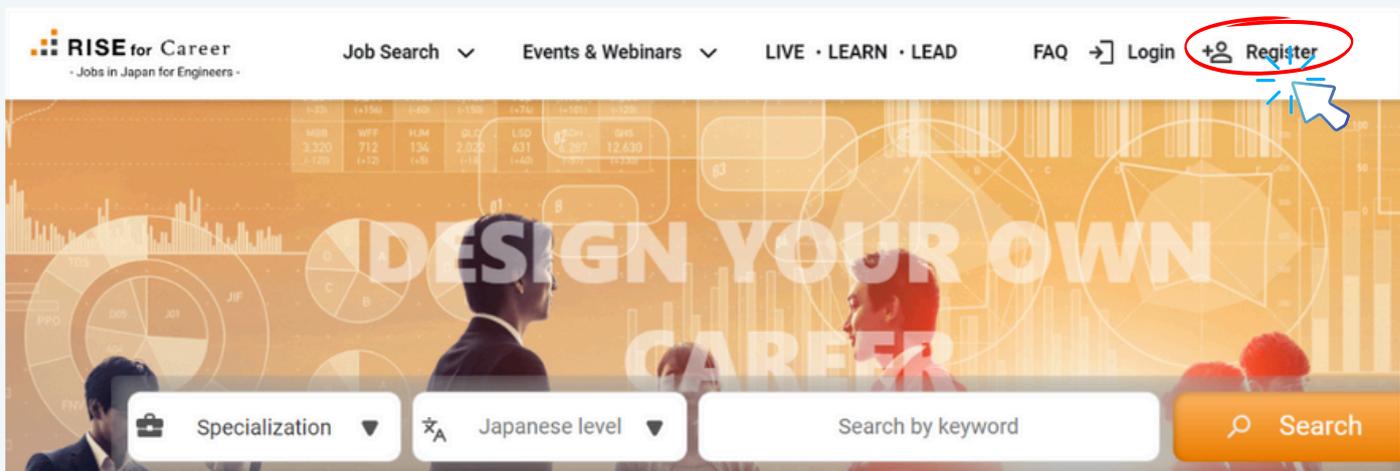
click on it to confirm your registration.



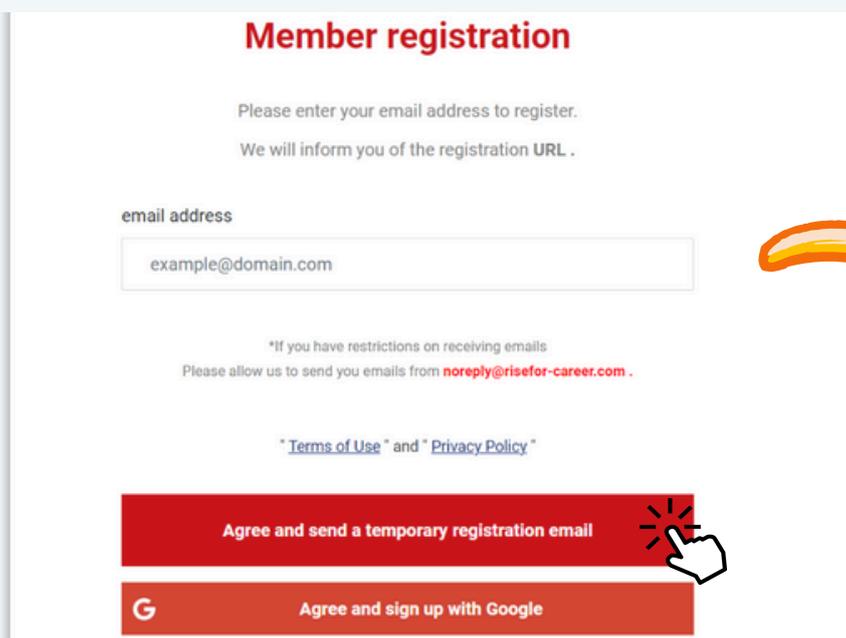
How to Register

Method 2: Registering from the Web Page

1. Click on the “register” button on the webpage



2. Insert Email address



Member registration

Please enter your email address to register.
We will inform you of the registration URL.

email address

*If you have restrictions on receiving emails
Please allow us to send you emails from noreply@risefor-career.com.

* [Terms of Use](#) * and * [Privacy Policy](#) *

Agree and send a temporary registration email

Agree and sign up with Google



How to Register

3.You will receive this mail in the address that you have provided.

この度は、RISE for Careerへの登録をいただき、ありがとうございます。
下記URLをクリックして、本登録を行ってください。

Please click the below URL to complete the registration.

<https://www.risefor-career.com/register/step-2?token=15f084104940a108>

※URLの有効期間は**48時間**です。

※URL will be expired after 48 hours.

期間を過ぎた場合は、すみませんが始めからお手続きをお願いします。

※まだ登録は完了しておりません。上記URLでの登録により、正式に登録完了となります。

よろしくお願ひ致します。

※当メールの送信アドレスは送信専用となっております。

このメールへの返信によるご質問、お問い合わせにはお答えできません

ご質問・お問い合わせがある場合は、下記のどちらかに問い合わせしてください

・[よくある質問](#) ・[お問い合わせ](#) ・[RISE for Career Facebook](#)

※日本語、英語、ミャンマー語、ベトナム語対応可

※メール及びFacebook Pageへのお問い合わせの対応は9：00～18：00（土日・祝日は除く）。

上記の対応時間外にいただいたお問い合わせは、

内容を確認し、翌営業日中にお返事いたします。あらかじめご了承ください。

RISE for Career

ご転職を検討中のお知り合いの方をぜひご紹介ください

下記URLをご転職をお考えのお知り合いの方へお送りください

<https://www.risefor-career.com>

POINT TO NOTE:

- You have to click the first URL provided to complete your registration.
- The URL will expire after 48 hours.
- If the URL expires, you have to restart the process from the beginning.
- ※Your registration will only be finalized once you complete the registration through the above URL.



An english version of the mail is provided in the next page.



How to Register

English version of the verification email

To: _____

Thank you for registering with RISE for Career.

Please click the URL below to complete your registration.

[URL]: <https://www.risefor-career.com/register/step-2?token=15f084104940a108>

※The URL will expire after 48 hours.

※If the URL expires, please restart the process from the beginning.

※Your registration is not yet complete. It will be finalized once you complete the registration through the above URL.

Thank you for your cooperation.

※Please note that this email address is for sending only.

We cannot respond to any questions or inquiries sent to this email address.

For questions or inquiries, please contact us through one of the following:

- Frequently Asked Questions
- Contact Us
- RISE for Career Facebook
- ※Support is available in Japanese, English, Burmese, and Vietnamese.
- ※Inquiries sent by email or to the Facebook page will be responded to between 9:00 AM and 6:00 PM (excluding weekends and holidays).
- Inquiries sent outside of these hours will be reviewed and responded to by the next business day. Thank you for your understanding.

RISE for Career

Please refer anyone considering a job change.

Feel free to share the following URL with anyone you know who is considering a career change:

<https://www.risefor-career.com>

Updating your CV

***Please write your resume in Japanese.**
(*) indicates required fields.

If you currently live in Japan, please select the type of status of residence.
※Not required if you live abroad.

Fill your Residence Card's Expiration Date

Status of residence *

please select

*Please answer only if you currently have a valid residence card.

Period of stay

year

month

*Please answer only if you currently have a valid residence card.

*Please fill out after checking the residence card you have.

Passport required

Yes

No

language

Select the level of Japanese you are currently at. This is required.

Japanese level*

N4

JLPT

NAT TEST

Japanese level

English Level

TOEIC score

TOEFL score

IELTS Band Score

Other languages

Please fill all the boxes with accurate informations



Updating your CV

If you currently live in Japan, please select the type of status of residence.
 ※Not required if you live abroad.

Fill your Residence Card's Expiration Date

Status of residence *

please select

*Please answer only if you currently have a valid residence card.

Period of stay

year ▼

month ▼

*Please answer only if you currently have a valid residence card.

*Please fill out after checking the residence card you have.

Passport required

Yes

No

language

Select the level of Japanese you are currently at.
 This is required.

Japanese level*

JLPT

NAT TEST

Japanese level

English Level

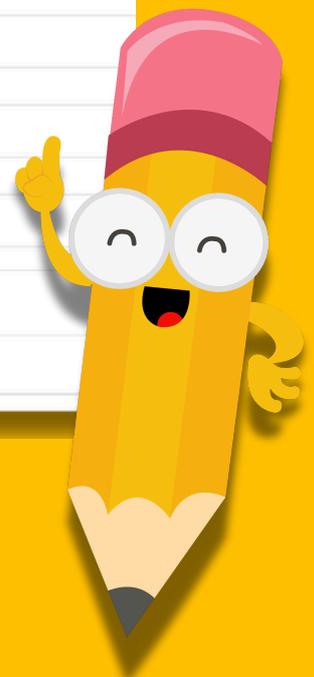
TOEIC score

TOEFL score

IELTS Band Score

Other languages

Please fill all the boxes with accurate informations



Updating your CV

Usable tools and software

Examples: AutoCAD 2D, Java, NX, Solidworks

Skill 1 **Years of experience**

Skill 2 **Years of experience**

Other Skills

Please enter any technical skills you are good at, e.g. , AutoCAD 2D, Java, NX, Solidworks, etc.

You can add from the Add button. up to 10 skills.

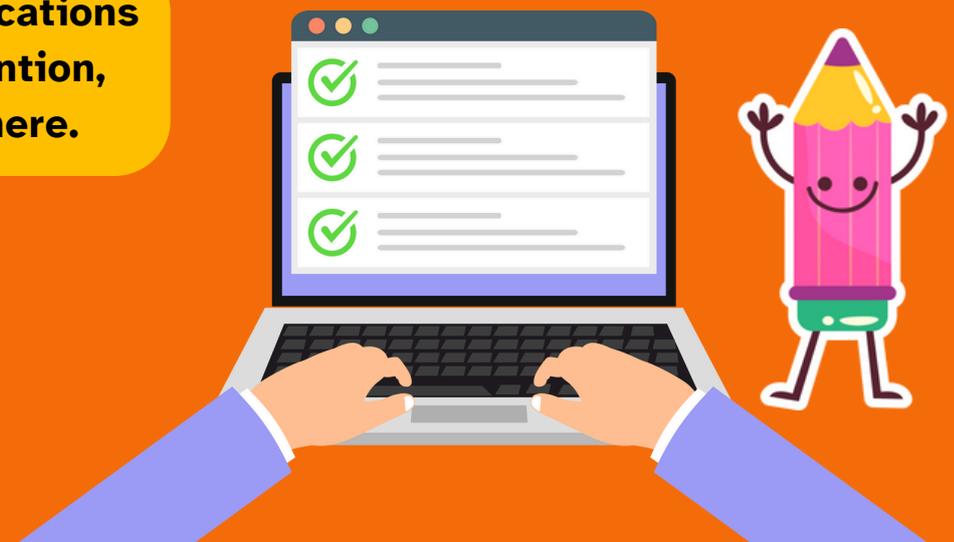
Qualifications

Qualification 1 **Date of qualification acquisition**

Other Qualifications

Please enter date which you have received the certificate.

If you have any qualifications you would like to mention, please enter them here.



Updating your CV

Career

Work history 1 ✕

Job Type

Company Name

Employment period

Employment period

* in charge

position

Skills Used
For example: software used, programming languages, etc.

Business Content

+ ADDITION

Other work experience

Manager, Team Leader, etc.

Add up to 3 job history via the Add button

***In charge:** →

Please fill in the phases and processes you were in charge of. Example: IT: Requirement definition/design/development/test/maintenance Mechanical and electrical: Development/design/evaluation and analysis/quality control Architecture: Design/surveying/drafting/CAD operator



Updating your CV

If there is anything else you would like to appeal to your employer, present it here



▼ remarks

remarks

*

Attach resume and work history (optional) Attachments

You can check your CV once its downloaded. See the next page for how to download.

Preview Save

If you have a resume in Japanese, you can attach here.

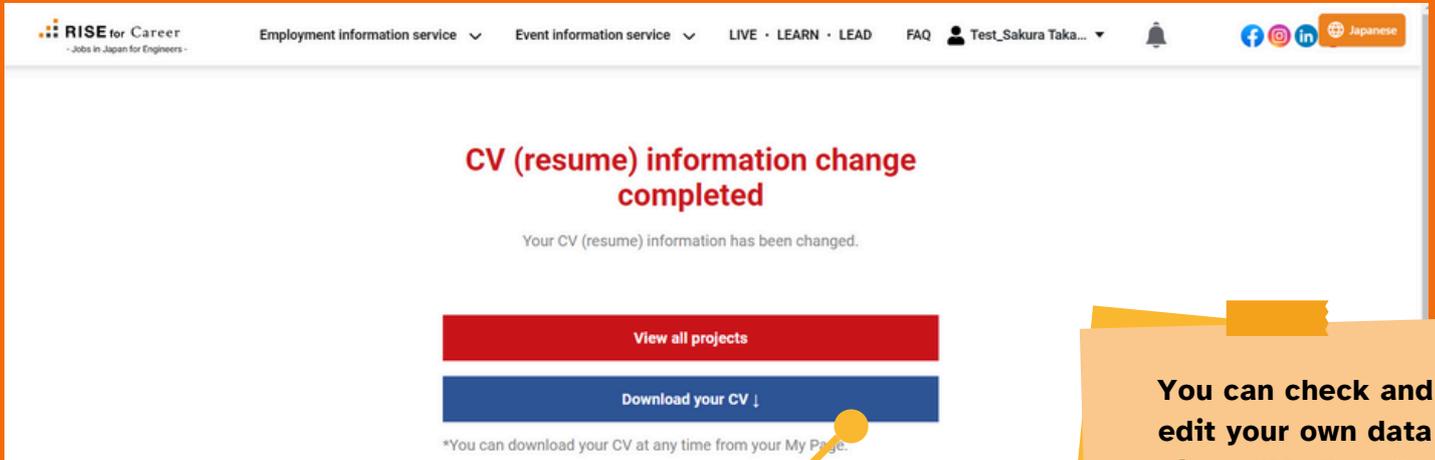
After entering all the information, click save button. You can add up to 3 files.

IMPORTANT!
INFORMATION!

Attaching a resume increases the chances of getting an interview!

Updating your CV

You can go to “My Page” from here ↓

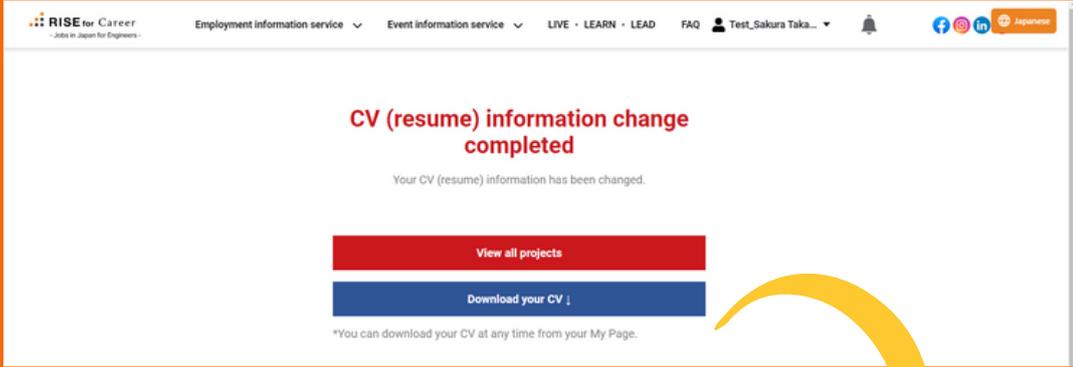


Click here if you want to download your CV as a PDF file.

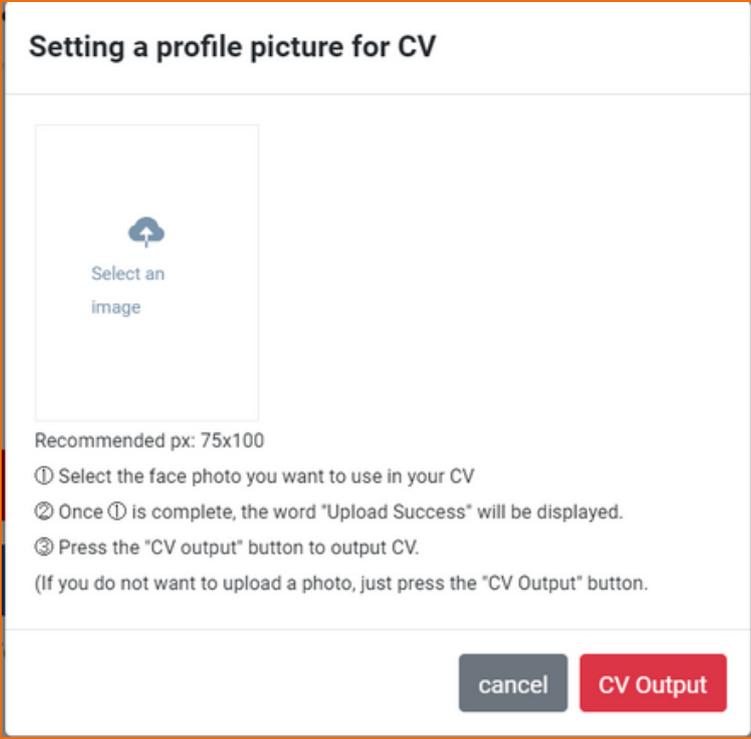
You can check and edit your own data from “My Page”.



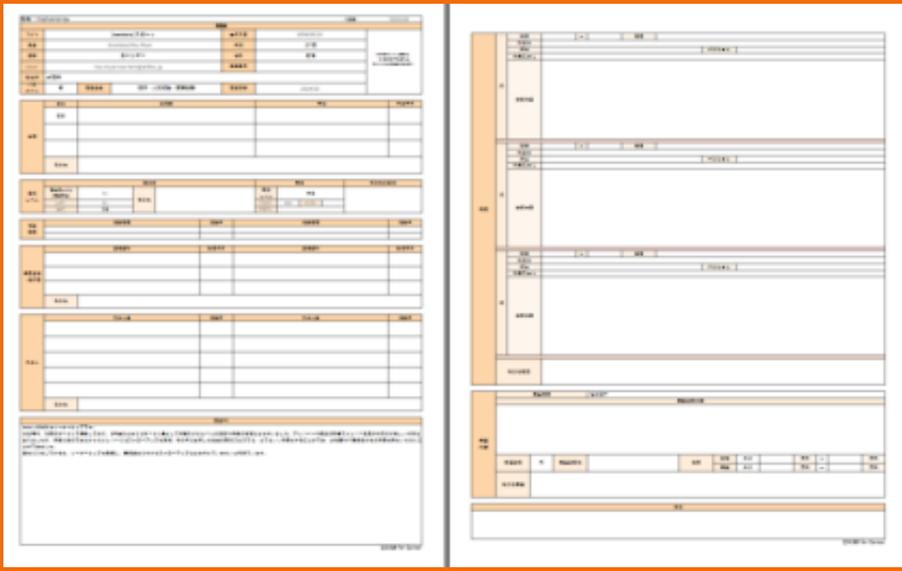
Updating your CV



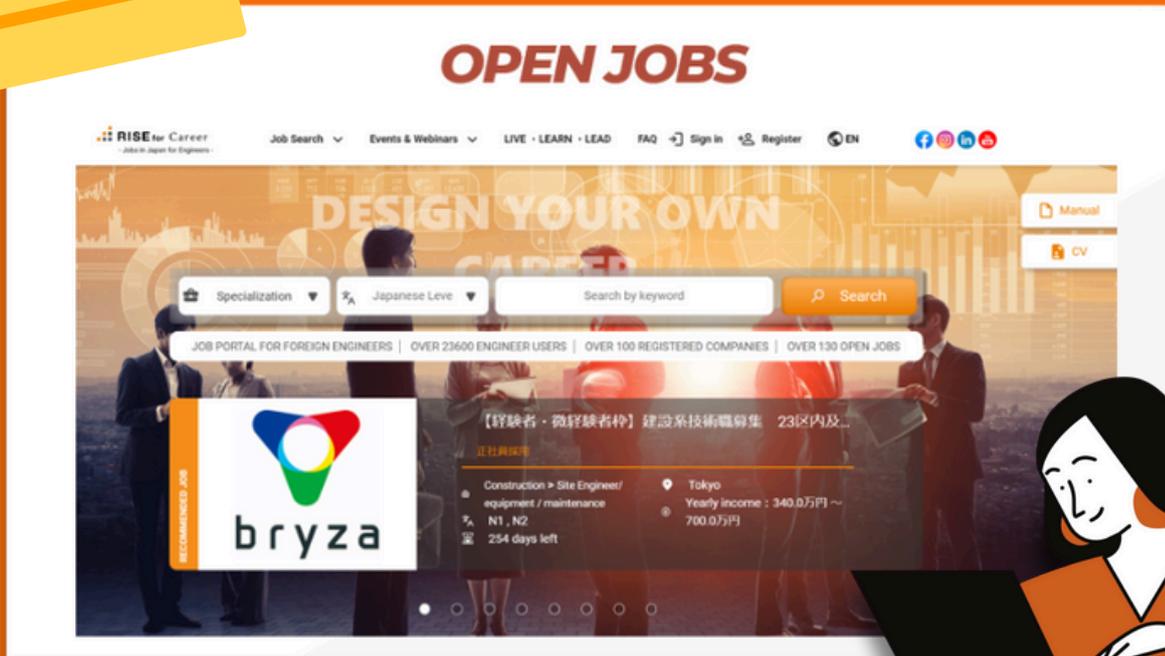
Upload a photo for your CV.
Recommended px: 75x100



Once you have uploaded a photo for your CV, you can download it by clicking "CV output".



How to Apply



JOB SEARCH

This is our website homepage. You can search jobs by inputting keywords or you can go to the job list directly from the job search button.



How to Apply

Interactions with companies will be conducted through messages. To access them, click on "Employment Information Service" and then select "Message List."



The screenshot shows the RISE for Career website interface. The navigation menu on the left includes options like 'CV Check/Edit', 'Project list/search', 'Message list' (highlighted with a yellow circle), 'List of things to be interested in', 'Application history list', 'JOB Scout List', and 'List of project announcements'. The main content area features a search bar with 'Japanese level' selected and a 'search' button. The header includes the RISE for Career logo and various service links.

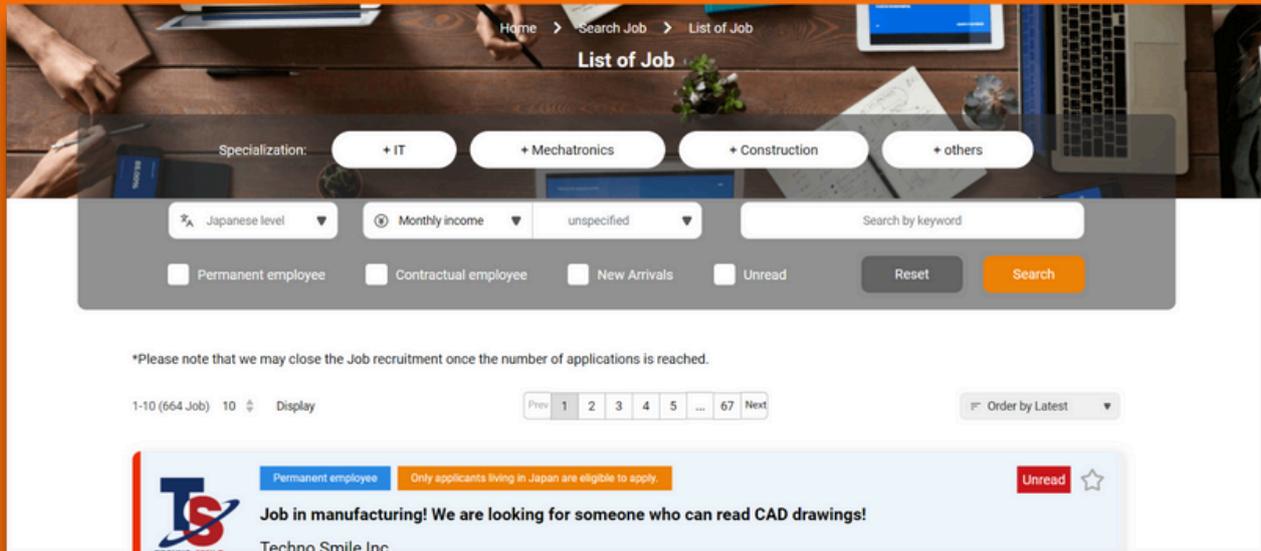


The screenshot displays the 'Message list/search' page. It includes search filters for 'Company Name', 'Project name (keyword)', and 'Body (keywords)'. There are also date pickers for 'start' and 'end' (YYYY/MM/DD) and a 'search' button. Below the filters, it shows '1-2 (2 items found)' and a 'Display' dropdown. The main message is from 'Core Concept Technology Co., Ltd.' regarding a 'DX System Development' project. The message text reads: 'Dear Core Concept Technology Co., Ltd., Hello. My name is Test_Sakura Takahashi. I saw your job posting and would like to apply. Thank you for your cooperation.' The sender's name and last message time are also visible.

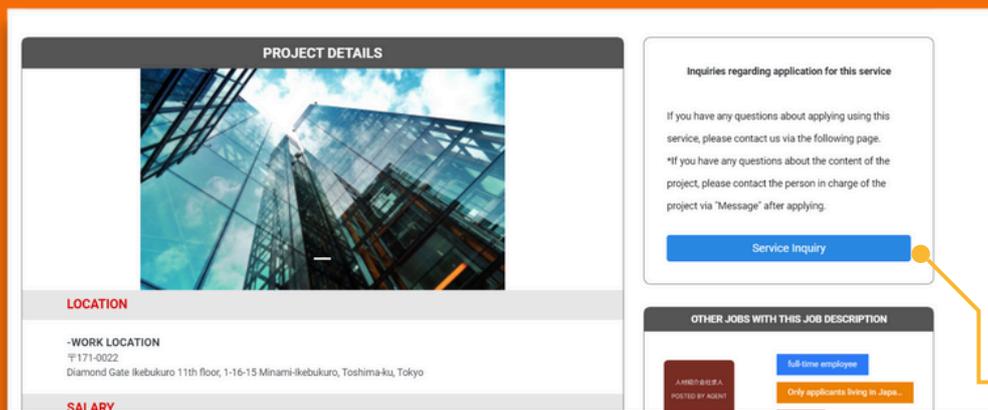
If a company requests documents, you can attach your documents by clicking here

The screenshot shows a message input field with a back arrow on the left and a 'send' button on the right. The message text is '株式会社テクノスマイル様 お世話になっております。'. There is a document attachment icon (paperclip) next to the text. Below the input field, a red asterisk warning reads: '*Do not post personal information such as email addresses or phone numbers.'

How to Apply

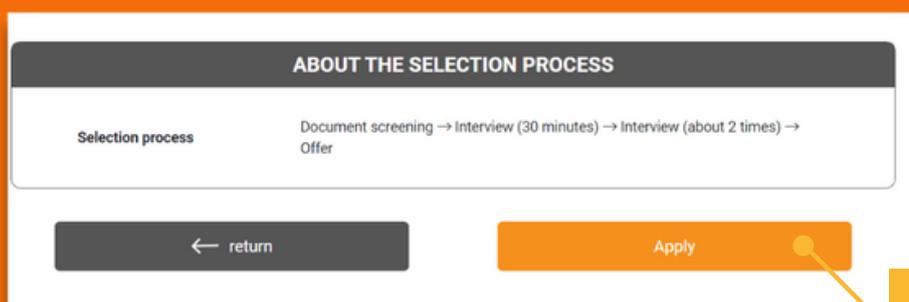


Home>Search Job>List of Jobs



“
Read Project
details carefully.
”

Click here if you need
assistance when applying.



Click Apply button to apply

Application message

Please do not post personal information such as email addresses or phone numbers.

株式会社テクノスマイル
ご担当者様

はじめまして。
Test_Sakura Takahashiと申します。
この度は貴社の求人内容を見、ぜひ応募させていただきたくご連絡致しました。
よろしくお願いたします。

This is your first message to the company. Please write your greetings and any questions you have for the company.

I agree to [the Terms of Use](#) and [Privacy Policy](#).

cancel Application

Is your CV up to date? This is the first thing companies will check, so please check it before applying.

Application complete

Your application has been completed.

You can check the details of your application in [your application history](#).

[View all projects](#)

You've successfully applied for your desired job!

full-time employee Only applicants living in Japan are eligible to apply. Already applied

Job in manufacturing! We are looking for someone who can read CAD drawings!
Rent subsidy available! Moving subsidy available! Bonus twice a year
Techno Smile Co., Ltd.
Mechatronics > Others
Aichi prefecture monthly income : 210,000 yen to 230,000 yen N1, N2, N3
5 days left

Apply on 2024/08/27 Cancel application ☆

full-time employee Only applicants living in Japan are eligible to apply. Already applied

[Project Manager] DX System Development
Fully remote! Fully flexible working hours @ Tokyo
Core Concept Technology Co., Ltd.
IT > System Development (Web/Mobile/Open)
Tokyo annual income : 7 million yen to 12 million yen N1, N2 5 days left

Apply on 2024/08/27 Cancel application ☆

If you want to cancel application, you can do it here.

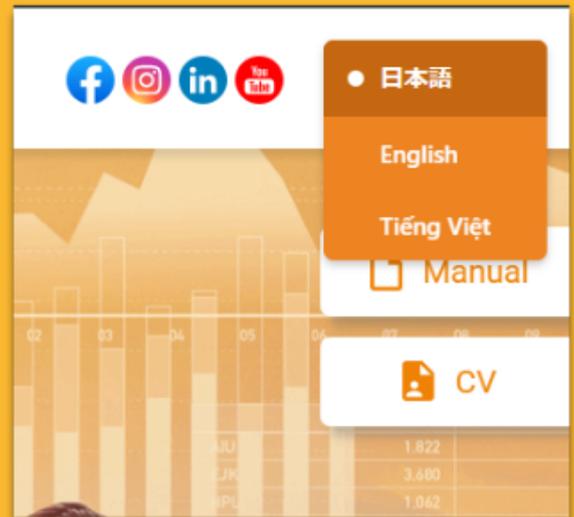
Know the function

I'd like to highlight the following three features:

- ① **Language Change:** Choose from three options—English, Japanese, or Vietnamese—whichever you're most comfortable with.
- ② **Message:** Contact us directly with just a click of a button.
- ③ **CV Export:** Easy steps for saving your CV as a PDF.

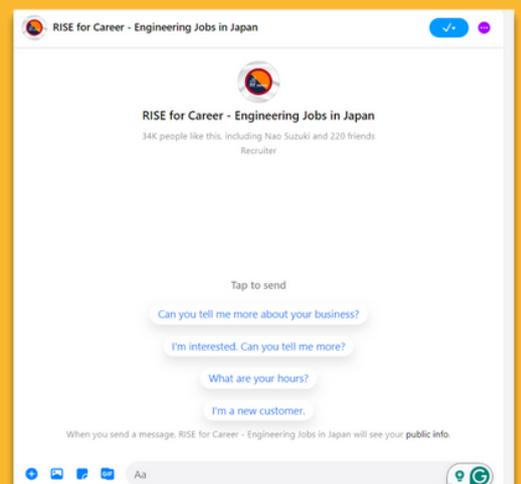
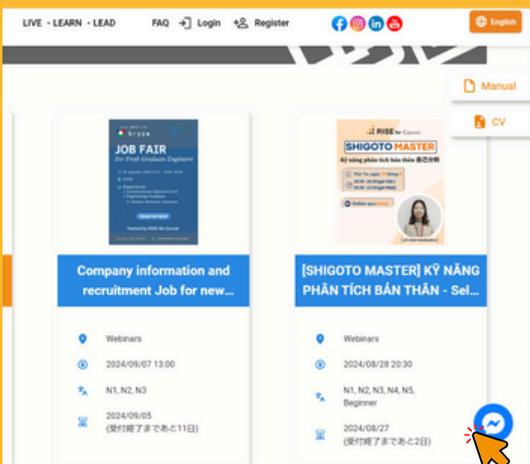
✓ Language Change

Go to the homepage and click the button in the top right corner to select your preferred language.



✓ Message

Go to the homepage, and look for the blue messaging logo in the bottom right corner. Click on it to send us a message.



Know the function

✓ Saving CV as a PDF

In the top right corner of the homepage, click the CV button. You can add a photo of yourself, then click "CV Output." Finally, click the "CV Download" button to save your CV.



Setting a profile picture for CV

Select an image

Recommended px: 75x100

- ① Select the face photo you want to use in your CV
- ② Once ① is complete, the word "Upload Success" will be displayed.
- ③ Press the "CV output" button to output CV.

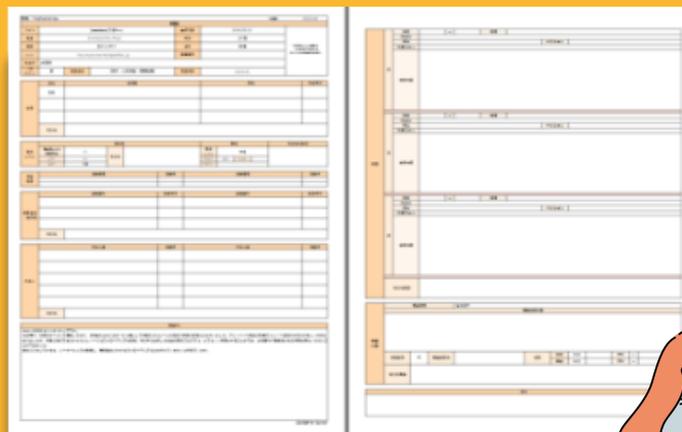
(If you do not want to upload a photo, just press the "CV Output" button.)



CV (resume) information change completed

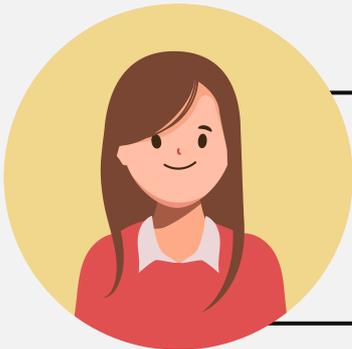
Your CV (resume) information has been changed.

*You can download your CV at any time from your My Page.





Feedback about RiseforCareer

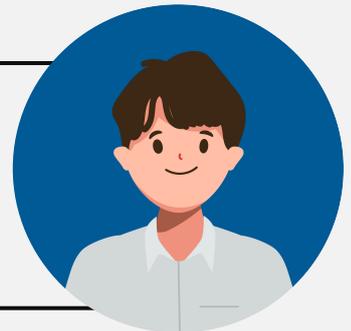


Candidate M

"Thank you for following up so well until I received the job offer. I was able to get the chance to work at a job I love with just two interviews."

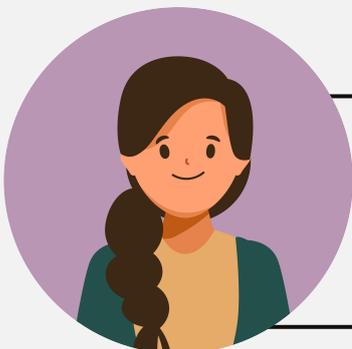
Candidate H

Even when I received the job offer and was deciding whether to accept it, they didn't pressure me to choose the job I wanted. Instead, they carefully discussed my situation and encouraged me to select a job that suited me best. This is a company that provides a convenient and excellent service."

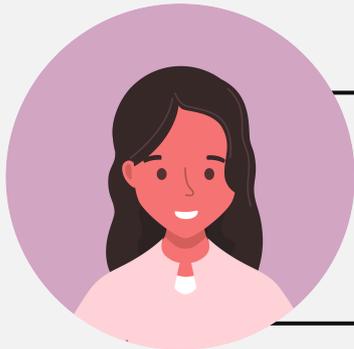


Candidate L

"With this platform, you can easily register and submit your resume, and it connects you with various engineering jobs. This makes it easy to choose the one that matches you best. I highly recommend this job search and career change site."



Feedback about RiseforCareer

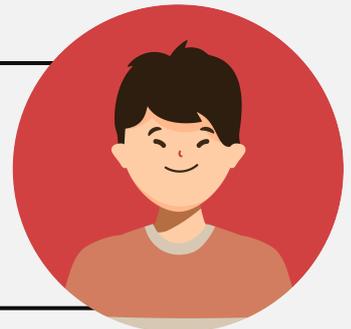


Swan Oo

Got my first job in Japan within a month of discovering this site. Number and quality of job listings on this site is much more than all I've seen so far combined. Thank you for the free CV-generator and fast hiring processes, too.

Naung Naung

"The resume was easy to create, and the site could be read in Burmese, so it was really helpful to be able to find a job while communicating with Burmese staff. However, there were quite a few times when the automatic login didn't work, so I think it would be better if that could be improved."



Kyaw Htet Min

"They provided a lot of support from the job offer to the start of employment, including answering many questions and offering advice. I am very grateful for their patient responses. If you are looking for a job, I recommend RISE for Career."



Advice from Staff



Japanese language skills are very important for foreigners who work in Japan. English-speaking environments are also a rare thing to see. Therefore, if you are interested in working in Japan, we recommend you to aim for a Japanese language level equivalent to N2 (Business Level). If you do so, I am sure you will be able to build a brilliant career in Japan. We sincerely support you!



Japan is tolerant and also known for its welcoming attitude towards foreigners. However there surely are many cultural differences you will find, thus you need to adjust to the custom, respecting the culture and rule they have. In my case, as a Muslim I find Japan is also a Muslim-friendly country. It is a little bit hard to get halal food etc, but once you get to know your community, you will be fine! It will be good to learn the Japanese culture, and also look for your community here.



In order to get a job as an engineer in Japan, be prepared to speak technical terms in Japanese. If you do not memorize technical terms in Japanese, you may not be able to understand the interviewer's conversation during the interview and there may be some difficulties working with Japanese colleagues. So, be sure to memorize technical terms in advance. We, RISE for Career also share the information on how to say technical terms in Japanese and how to pronounce them in Japanese on SNS, so stay tune and check them out.





RISE for Career

- Jobs in Japan for Engineers -