



HITOTSUBASHI
UNIVERSITY

HITOTSUBASHI INTERNSHIP PROGRAM 2024

In an effort to provide exchange students with genuine cultural/educational/work experiences in Japan, Hitotsubashi University have joined with several companies in Tokyo to create a 4-week internship program. The purpose of this program is to provide opportunities for exchange students to understand business customs and practices in Japan, and help them to develop fundamental business skills and knowledge through practical experience.

Internship Period

July 24 (Wed.) – August 20 (Tue.), 2024

Eligibility

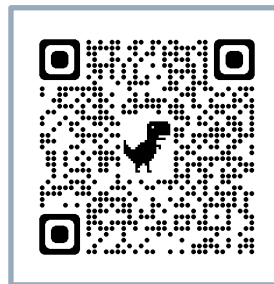
- Registered exchange students at Hitotsubashi University
- Third & Forth year international students
- Japanese Language requirements: N2/N1, or equivalent
(The level of Japanese required varies from company to company, see p.5-.)

Openings

Several companies (maximum 3 interns per company)

*Refer to p.4-7 for company profiles

*Participants will be required to purchase insurance in case of accidents during the internship.



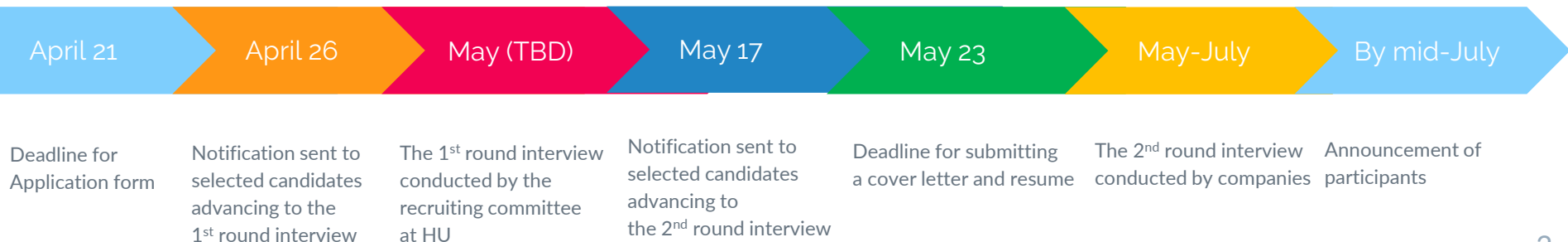
Application Form
QR Code



Program Schedule



Application Deadlines & Decision Schedule



Second Round Interview

Candidates advancing to the second round interview must prepare and submit a **cover letter** (Maximum one page) and a **resume**

Cover letter should:

- ✓ Outline your main goals and briefly explain what factors have contributed to your decision to apply to this experience and why you have chosen to do so at this particular stage in your career;
- ✓ Provides a chance for you to discuss your passions, values, interests and whatever else you would like to show;
- ✓ Emphasize those experiences that were most important and meaningful for you — which may not necessarily be those that were most outwardly prestigious:
- ✓ In one page (A4).

Resume includes your employment history in reverse chronological order, if applicable (with titles, dates, and whether you worked part-time or full-time), your educational record, a picture and any other information appropriate to a business résumé. The résumé should not be more than one page.

Company Profile

1. Kanematsu
2. Aimsoul
3. Aoi Pro.

*This list is subject to change according to the company's availability.

1. Kanematsu

7-2 Marunouchi 2-Chome, Chiyoda-ku, Tokyo



KANEMATSU



HIP 2024

Company Profile

<https://www.kanematsu.co.jp/en/>

The Kanematsu Group aims to create value for the development of society in line with the entrepreneurial spirit of its founding. Kanematsu's main business segments include field trading in various kinds of commercial products, production of traded goods, investment in businesses and provision of related services.

Tokyo Head Office

7-2, Marunouchi 2-Chome, Chiyoda, Tokyo 100-7017, Japan

Established August 15, 1889

Number of Office

Domestic: Head office 1, Branches: 5, Overseas:36

Number of Employees

Parent Company: 798, Affiliated companies: 7,296

Job Description

- Orientation (Introduction of the Company, Precautions, etc.)
- Workshop in Sales Divisions and Back-Office Departments
- Introduction of the Industry and Merchandise(Sales Division)
- Documentation(Finance Department, Logistics and Insurance Department)
- Attending the Business Meetings

【Work hours】

09 : 00-17:15 (Lunchbreak: 60 minutes between 11:30-13:30)

【Worksite】

Tokyo Headquarter: 7-2, Marunouchi 2-Chome, Chiyoda, Tokyo, Japan

Japanese Language requirements: N1, or equivalent

2. AIMSOU

Classic Bld. 4F, 3-12-5, Taitou, Taitou-ku, Tokyo



HIP 2024

Company Profile

<https://www.aimsoul.com/company/>

すべての人が生きがいを感じられる、熱い世界を実現したい。
We want to manifest a passionate world which will allow all people to feel an engagement for work & life.

AIMSOUL services include:

- Recruitment Consulting Business
 - L & D Business
 - Intercultural Communication Training
 - Global HR Solution
- <https://hr-cqi.net/>

Office

Classic Bld. 4F, 3-12-5, Taitou, Taitou-ku, Tokyo 110-0016, Japan

Established

July 7, 2005

Number of Employees

40

Job Description

- Sales activities for CQI (Cultural Intelligence Quotient Inventory)
- Translation (Japanese / English)
- CQI related research activities

【Work hours】

9:00～18:00 (Lunchbreak: 60 minutes)

【Worksite】

Remote work

Japanese Language requirements: N2, or equivalent

3. AOI Pro.

Your company's address

AOI Pro.



HIP 2024

Company Profile

<https://www.aoi-pro.com/en/>

AOI Pro., Asia's leading creative production company, works with world's top agencies to craft powerful and meaningful films for brands across marketplace. In addition to commercial film work, AOI Pro. has in recent years expanded its creativity to feature films and TV drama series. Garnering numerous international and domestic awards, AOI Pro. has gained a high reputation as a leader in the Japanese advertising and entertainment industries.

Establishment

October 25, 1963

Employees

350 (as of Dec. 31, 2022)

Business Description

Full-service production of commercials, digital content, and entertainment content

Job Description

- New business planning and promotion.
- Business launch planning and sales support.
- Support operations for "AOI Film Craft Lab." (an online community operated by our company where the members can learn from professionals in the video production industry), and other new businesses such as regional development projects.

* <https://fcl.aoi-pro.com/> (Only Japanese)

【Work hours】 9:30-17:30

【Worksite】

■Shibaura (Head office)

3-18-12, Kaigan, Minato-ku, Tokyo 108-0022, Japan

■Nakameguro

Kusabana Bldg., 1-5-8, Kamimeguro, Meguro-ku, Tokyo 153-0051, Japan

■Daikanyama

MODE COSMOS Bldg. 3F/4F, 28-10, Sarugakucho, Shibuya-ku, Tokyo 150-0033, Japan

Japanese Language requirements: N2, or equivalent