

Part-time Job Information

As new PEAK students arrive in late September, we seek students who are able to assist us with the following works.

JOB 1) Airport Pick-up Assistance

- Duties: After greeting the new PEAK students at Narita Airport, assist them with purchasing a Limousine Bus ticket and taking them to the bus stop.
- Date/Time: ① Friday, September 27, 2013, 8:30-14:30 (4 people)
② Friday, September 27, 2013, 14:00-20:00 (4 people)
*Overtime work may be required due to possible flight delay.
- Payment: 925 JPY/hour × 6 hours = 5,550 JPY
Transportation- Round trip cost from your house to Narita Airport
*In principle, the most economical route will be applied.
*We will make a photocopy of your commuter pass if applicable.

JOB 2) Guide from Shibuya Station to the International Lodge, Komaba Lodge

- Duties: Guide the newly arriving PEAK students from Shibuya Station (Limousine Bus arrival stand at Shibuya Mark City) to the International Lodge, Komaba Lodge
- Date/Time: ① Friday, September 27, 2013, 10:00-12:00 (2 people)
② Friday, September 27, 2013, 12:30-14:30 (2 people)
③ Friday, September 27, 2013, 15:00-17:00 (2 people)
④ Friday, September 27, 2013, 18:00-20:00 (3 people)
⑤ Friday, September 27, 2013, 18:30-20:30 (2 people)
*Overtime work may be required due to possible flight or bus delay.
- Payment: 925 JPY/hour × 2 hours = 1,850 JPY
*No transportation paid.

For those who will be assisting with 1) and/or 2), you will be required to attend a meeting held on Thursday, September 26 from 15:00, which will be for approximately 20 minutes.

JOB 3) Escort to Local Municipal Office & Post Office, and Assistance with Procedures

Duties: Lead a group of the new PEAK students from Komaba International Residence to Meguro Ward Office, assist them with the resident registration and Japan National Health Insurance enrollment, and take them to Meguro Komaba Post Office located nearby Koamaba Todai Mae Station and assist them in opening a bank account.

*Before going to Meguro Koamaba Post Office, stop by the on-campus cafeteria to have lunch (Lunch not paid).

Date/Time: ① Wednesday, October 2, 2013, 8:00-15:00 (2 people)

② Wednesday, October 2, 2013, 8:30-15:30 (2 people)

Payment: 925 JPY/hour × 7 hours = 6,475 JPY

*No transportation paid.

For those who will be assisting with 3), you will be required to attend a meeting held on Wednesday, September 25 from 15:00, which will be for approximately 20 minutes.

Sign-up Process

If you are interested, please follow the instruction below and sign up by Friday, September 13.

① Email to International Office Komaba Office (ryugakusei-g@adm.c.u-tokyo.ac.jp)

Subject Line: PEAK Part-time Job (Your Name)

Email Text: Include your full name, student ID number, faculty (e.g. College of Arts and Sciences, Graduate School of Arts and Sciences), enrollment year, phone number, and preferred jobs (Up to 3rd choice).

② Sign up at the International Center Komaba Office counter (Admin. Office Bldg. 1F).
Make sure to bring your student ID card.

*Students on a student visa must have work permission (*shikakugai katsudo kyoka*).

Be sure to bring either your Resident Card or passport.

Contact

International Center Komaba Office

Email: ryugakusei-g@adm.c.u-tokyo.ac.jp

Phone: 03-5454-4586