



# Off-Campus Jobs Guide for Japan Studies Students

## Overview

For students in the Japan Studies Program, off-campus part-time work can build customer-service experience, professional habits, and practical Japanese. The fields below are especially relevant in New York City because Japanese ability can be a useful bonus even when it is not required.

## 1 Retail: Apparel, Lifestyle, and Specialty Goods

- **Apparel and lifestyle retail**
  - **Typical roles:** Sales associate, cashier, fitting-room attendant, stock associate, visual merchandising support, or bilingual customer support.
  - **Japanese skills:** ●●●●● (1/5). Customer service, attention to detail, and schedule flexibility are important, and Japanese helps when explaining Japanese-brand products and assisting Japanese-speaking customers.
  - **Examples:** [Uniqlo](#) / [MUJI USA](#) / [Daiso](#) / [BOOKOFF USA](#) / [The Loft at Japan Village](#) / [TESO Life](#) / [Japanklyn Lab](#) / [Kiddleton](#)
- **Books, stationery, gifts, and character goods**
  - **Typical roles:** Retail clerk, inventory assistant, online order packer, event sales staff, or social-media support.
  - **Japanese skills:** ●●●●● (2/5). Product knowledge, organization, and clear explanation are valuable, and Japanese helps with reading labels, understanding branding, and assisting customers interested in Japanese books or stationery culture.
  - **Examples:** [Kinokuniya](#) / [BOOKOFF USA](#) / [Japan Village Shops](#) / [Yoseka Stationery](#) / [Taro's Origami Studio](#) / [UGUISU STORE](#) / [Hello, Hana & Co.](#) / [Paper Bento](#) / [Toki & Tomo](#) / [tokidreams](#)

## 2 Restaurants, Cafés, and Food Service

- **Japanese restaurants, ramen shops, sushi counters, bakeries, and cafés**
  - **Typical roles:** Host, cashier, server, busser, barista, kitchen helper, prep worker, or delivery/order support.
  - **Japanese skills:** ●●●●● (3/5). Fast communication, multitasking, and stamina are essential, and Japanese helps with menu vocabulary, communication with Japanese-speaking owners or chefs, and customer service for Japanese-speaking guests.
  - **Examples:** [Ippudo](#) / [Ichiran](#) / [Ramen Setagaya](#) / [Sunrise Mart Brooklyn](#), and many more Japanese restaurants and bars
  - **Tip:** Front-of-house vs. back-of-house. Front-of-house builds speaking confidence and customer-service experience, while back-of-house may suit students who want less public interaction.

## 3 Hospitality and Tourism Services

- **Hotels, front desks, event venues, and guest services**
  - **Typical roles:** Front-desk assistant, concierge support, reservation assistant, banquet staff, coat check, or event registration staff.
  - **Japanese skills:** ●●●●● (3/5). Calm communication, professionalism, and scheduling accuracy are important, and Japanese helps when assisting travelers, supporting international events, and serving guests who prefer Japanese.
  - **Examples:** [The Prince Kitano New York](#) / [Japan Society](#) / [H.I.S. Americas](#) / [JTB USA](#) / [NTA America](#) / [ANA USA](#) / [Japan Airlines \(JAL\)](#) / [Hyatt Herald Square](#) / [Renaissance New York Midtown](#)
- **Cultural organizations and visitor services**
  - **Typical roles:** Museum store staff, visitor desk assistant, event staff, or program support.
  - **Japanese skills:** ●●●●● (3/5). Public interaction and event logistics are valuable, and Japanese helps when assisting visitors and supporting Japan-related public programs.
  - **Examples:** [Japan Society](#) / [The Noguchi Museum](#) / [Brooklyn Museum](#) / [Japan Village](#) / [H.I.S. New York](#)



## 4 Legal and Community Services

- **Law offices, immigration services, and community support organizations**
  - **Typical roles:** Reception assistant, file clerk, intake assistant, appointment coordinator, interpreter support, or office assistant.
  - **Japanese skills:** ●●●●● (4/5). Confidentiality, accuracy, and polite phone communication are essential, and Japanese helps with client intake and front-desk support, but students should not present themselves as legal translators or legal advisors unless formally qualified.
  - **Examples:** [JAANY](#) / [JASSI](#) / [AALDEF](#) / [D5 Law](#) / [Kawasaki Law Office, PLLC](#) / [Law Office of Reiko Kasano](#) / [iiNYLaw](#) / [SW Law Group, P.C.](#)

## 5 Real Estate and Property Services

- **Real estate offices, leasing support, and property management**
  - **Typical roles:** Administrative assistant, showing assistant, leasing office support, receptionist, or marketing support.
  - **Japanese skills:** ●●●●● (3/5). Organization, e-mail and phone professionalism, and client-facing confidence are important, and Japanese helps when working with Japanese tenants, students, or business clients seeking housing support.
  - **Examples:** [REDAC](#) / [Compass](#) / [Corcoran](#) / [wagaya Japan](#) / [Reinvent NY](#) / [Douglas Elliman](#) / [RELO NYC](#) / [A-co Moving](#) / [Sea & Air International](#)

## 6 Health, Medicine, and Wellness

- **Clinics, dental offices, therapy practices, pharmacies, and wellness businesses**
  - **Typical roles:** Receptionist, scheduling assistant, patient services assistant, records assistant, or front-desk support.
  - **Japanese skills:** ●●●●● (4/5). Discretion, accuracy, empathy, and patience are essential, and Japanese helps with scheduling and check-in for Japanese-speaking patients, although students should avoid interpreting medical information beyond their training.
  - **Examples:** [Japanese Medical Care](#) / [Mount Sinai Doctors Japanese Medical Practice](#) / [Japanese Medical Society of America](#) / [Yuzu Spa](#) / [Five Lights Center of Shiatsu](#) / [iDo Holistic Center](#) / [The Head Spa at Masa.Kanai](#) / [Solle Spa](#) / [Reforme NYC](#)

## 7 Office, E-Commerce, and Small Business Support

- **Japanese-owned small businesses and online sellers**
  - **Typical roles:** Office assistant, online shop support, customer-service associate, shipping assistant, or content assistant.
  - **Japanese skills:** ●●●●● (3/5). Clear writing, organization, and learning software quickly are valuable, and Japanese helps with supplier communication, product descriptions, and bilingual customer service.
  - **Examples:** [Bokksu](#) / [Tokyo Otaku Mode](#) / [Sugoi Mart](#) / [TESO Life](#) / [Yoseka Stationery](#) / [Toki & Tomo](#) / [Paper Bento](#) / [Kawaii Box](#) / [TokyoTreat](#) / [UGUiSU STORE](#)

### Links

- Japanese Option webpage: <https://t-nagano.com/projects/JapaneseProgram/> 🌐
- Japanese Option Blog: <https://chrysanthemum.commons.gc.cuny.edu> 🌐
- Japanese Option Discord: Contact [tnagano@lagcc.cuny.edu](mailto:tnagano@lagcc.cuny.edu) for the invitation link 🗨️
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