



## Operations Manager

### Job Information

**Recruiter**

[Cornerstone Recruitment Japan K.K.](#)

**Hiring Company**

An international company specializing in deodorants

**Job ID**

1456409

**Industry**

Daily Necessities, Cosmetics

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

Negotiable, based on experience

**Refreshed**

November 12th, 2024 05:00

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

**[JOB RESPONSIBILITIES]**

- Collaborate with individual departments to identify necessary information and create automated reports for easy access to data.
- Generate internal and market analyses to spotlight opportunities and offer insights for informed business decisions.
- Partner with the National Retail Manager and RBM to establish growth targets, monthly store objectives, and KPIs to propel the company towards its goals.
- Serve as the primary hub for communication and vital support among the retail, office, and regional teams. Ensure effective communication and timely implementation of retail initiatives such as VM and marketing in stores.
- Ensure adherence of Retail to Global operational guidelines and facilitate the introduction of new technologies, policies, and procedures from the Global Retail Team to Retail.
- Collaborate with Logistics to assist stores in managing current and out-of-stock levels to meet business requirements.
- Organize routine cycle counts and biannual stocktakes across all retail stores.
- Coordinate with stakeholders like Supply Chain, Finance, and Digital to ensure that new stores have all operational needs met before opening.

- Execute retail-related projects aimed at enhancing business and operational efficiency.
- Provide support for ad hoc tasks and projects as needed.

**[REQUIREMENTS]**

- Exceptional communication skills in building strong connections with different stakeholders
- Solid understanding of Retail operations GENERAL OFFICE ETIQUETTE Team Involvement and
- Business level of English and Japanese

**[FOR FURTHER INFORMATION]**

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Company Description