



## E-commerce sales specialist- American networking company

### Job Information

**Temp Agency**

Randstad K.K., Professionals

**Job ID**

1482647

**Industry**

Automobile and Parts

**Company Type**

International Company

**Job Type**

Contract

**Location**

Tokyo - 23 Wards

**Salary**

6.5 million yen ~ 8 million yen

**Refreshed**

June 19th, 2024 17:04

### General Requirements

**Minimum Experience Level**

Over 1 year

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Fluent

**Minimum Education Level**

Technical/Vocational College

**Visa Status**

Permission to work in Japan required

### Job Description

#### Key Responsibilities

**Sales Strategy Development:**

- Develop and execute a comprehensive e-commerce sales strategy tailored to the Japanese market.
- Identify new sales opportunities and optimize existing channels to increase market share.

**Platform Management:**

- Manage our presence on major Japanese e-commerce platforms
- Ensure product listings are optimized with accurate descriptions, high-quality images, and relevant keywords.

**Campaign Management:**

- Plan and implement promotional campaigns, sales events, and product launches on e-commerce platforms.

- Monitor campaign performance and make data-driven adjustments to maximize ROI.

Customer Engagement:

- Provide exceptional customer service by responding to inquiries, resolving complaints, and offering product information.
- Manage customer feedback and reviews, ensuring prompt and appropriate responses.

Inventory Management:

- Monitor inventory levels and coordinate with the supply chain team to ensure stock availability.
- Conduct regular inventory audits and manage stock replenishments to prevent shortages or overstocking.

Performance Analysis:

- Analyze sales data to identify trends, opportunities, and areas for improvement.
- Prepare and present regular reports on sales performance, customer feedback, and market insights.

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## Required Skills

- Experience in e-commerce sales support or a similar role.
- Familiarity with major e-commerce platforms in Japan.
- Strong organizational and multitasking abilities.
- Excellent communication and customer service skills.
- Proficiency in Microsoft Office Suite (Excel, Word, PowerPoint).
- Knowledge of e-commerce tools and platforms.
- Basic understanding of data analysis and reporting.
- Ability to work independently and as part of a team
- Proficiency in both Japanese and English

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## Company Description