

## Logistics Team Leader

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#### Job Information

**Recruiter**

Michael Page

**Job ID**

1485039

**Industry**

Electronics, Semiconductor

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

Negotiable, based on experience

**Refreshed**

July 2nd, 2024 15:26

#### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Fluent

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

#### Job Description

The Logistics Team Leader is expected to manage several staff level personnels to support logistics and sales administration duties for domestic business of the company. The role will involve import, export, inventory management, negotiation, SAP/ERP, team leadership.

#### Client Details

The client is an international, leading manufacturer of hydro-pneumatic positioning elements, electromechanical drives and door positioners for automotive and industrial applications.

#### Description

- Place orders using SAP to group companies based on inventory levels in Japan.
- Oversee product delivery to customers via contracted warehouse companies.
- Maintain communicate with group companies, customers and contracted logistics entities to assure smooth flow of products.
- Prepare custom clearance documents to contracted forwarders.
- Prepare delivery notes and invoices to customers via SAP.
- Oversee sales forecast data input and inventory data input into SAP

- Monitor inventory and to keep inventory at levels which are in line with the targets set by the company.
- Manage annual inventory taking for all business units with domestic sales.

#### **Job Offer**

- International, global environment
- Flexible work-style, work-from-home two times per week
- Able to learn a lot and grow
- Possibility to be transferred to global branch
- Close communication with global branches
- Special leaves for working parent with children

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Maribeth Mockovak on +XX XXXX XXXX (NS phone number)

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#### **Required Skills**

- Import and export logistic experience at manufacturing companies.
  - Inventory management experience for overseas products.
  - Negotiation and interfacing experience with service providers and supplier
  - SAP/ ERP usage experience and proficiency
  - Team player
  - Leadership
  - Self-management, organized
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#### **Company Description**

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