



「プロだからわかる、あなたのスキルが活躍の場所」
60以上の業界・職種に特化した専門チームがサポート

Robert—
—Walters

【英語を活かす】オペレーション&ロジスティクススペシャリスト/ Ops & Logistics Specialist

電気会社にて、オペレーション&ロジスティクススペシャリストの求人がございます。

Job Information

Recruiter

Robert Walters Japan (ロバート・ウォルターズ)

Hiring Company

電気会社

Job ID

1489495

Industry

Electronics, Semiconductor

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

5 million yen ~ 8 million yen

Work Hours

お問い合わせください

Holidays

完全週休2日制, 土日祝日休み, 有給休暇

Refreshed

August 5th, 2024 17:35

General Requirements

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

A global electronic testing and measurement equipment company is seeking an Operations & Logistics Specialist. The selected candidate will oversee operational services and manage customer service, technical, and warehouse departments.

A renowned electric company known globally for producing electrical metering equipment. The company have established a reputation for quality and innovation.

Keywords:

オペレーション, ロジスティクス, 顧客サービス, 注文管理, サプライチェーン, 在庫管理, ERPシステム, 求人, 外資系

2082370/001

Responsibilities:

- Oversee the delivery of operational services
- Manage customer relations, addressing inbound calls and email queries regarding product information, pricing, availability, and lead times
- Handle order management, including warranty-related orders and customer Request for Quotes (RFQs)
- Update the Discount Matrix
- Manage backlogs to maintain appropriate supply and inventory levels
- Develop efficiency and cost reduction strategies
- Provide weekly or monthly management reports on Operations & Logistics
- Maximise on-time deliveries and resolve delivery issues proactively
- Coach and mentor the customer service and operations teams

Requirements:

- Bachelor's degree or above in Business, Supply Chain, Operations, or related field
- More than 10 years of experience in Operations, Sales Support, Customer Service, Order Management, Supply Chain, or Logistics
- Proven experience in maintaining cost-effective strategies
- Knowledge of OH&S principles and legal responsibilities
- Proficient in MS Office Suite, database, and management systems (Oracle)
- Experience with ERP systems such as Oracle or SAP desired

Company Description

We've been a driving force in the Japanese bilingual recruitment market, providing high quality candidates for our clients and access to the best jobs for over 20 years. We operate a team-based profit share system which, we believe, sets us apart from the majority of competitors by enabling us to always put the interests of our clients and candidates first. That means we can find the best fit for employer and job seeker, and we never push people into unsuitable roles.