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EDI System Admin- Global FMCG Company

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Job Information

Recruiter
[Michael Page](#)
Job ID

1505642

Industry

Retail

Job Type

Temporary

Location

Tokyo - 23 Wards

Salary

7.5 million yen ~ 8.5 million yen

Refreshed

November 19th, 2024 18:09

General Requirements

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

The position involves administering EDI systems, including data integration, system maintenance, and customer coordination. The role requires both technical proficiency and strong communication skills to manage client interactions and IT operations.

Client Details

Our client is a renowned FMCG global brand that excels in fostering innovation and collaboration across its diverse teams. The company offers a dynamic work environment where technology plays a crucial role in maintaining its leadership in the industry, making it an ideal place for IT professionals to grow and thrive.

Description

- Manage and support EDI data integrations for new and existing customers.
- Coordinate with clients via email and phone to adjust settings and schedules.
- Oversee system maintenance, including batch processing and JDE integration tasks.
- Maintain Excel macros and make necessary adjustments.
- Troubleshoot and resolve issues related to CSV files, fixed-length files, and SQL queries.
- Perform various IT-related tasks, including batch file creation and MS-DOS command usage.

Job Offer

- Competitive compensation package, with clear paths for career advancement.
- Opportunity to work on diverse projects involving EDI and IT operations.
- A collaborative work culture with support from both local and global IT teams.
- Gain valuable experience in a globally recognized industry leader.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Argia Pradana at +81 3 6832 8642.

Required Skills

- Strong communication skills, with experience coordinating with clients on technical setups.
 - Proficient in using Windows, MS Office tools, and basic system diagrams.
 - Able to read, modify, and create CSV and fixed-length files.
 - Comfortable with SQL queries and MS/DOS commands (even if with guidance).
 - Bonus: Experience with EDI integrations, remote server management, and IT system maintenance.
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Company Description

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