



PR/108835 | Sales Support- Gurgaon

## Job Information

**Recruiter**

JAC Recruitment India

**Job ID**

1509359

**Industry**

Other (Trade)

**Job Type**

Permanent Full-time

**Location**

India

**Salary**

Negotiable, based on experience

**Refreshed**

December 11th, 2024 15:37

## 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**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

## Job Description

**Sales support****Location: Gurgaon**

1. Should have worked in a Japanese company.
2. Should have experience of working in a trading Company.
3. Should have knowledge about import and clearance documentation.
4. Should have experience of working with the forwarder and CHA.
5. Should have experience of booking vessels and coordinating with the international suppliers.
6. Should have experience of maintaining stock and preparing minimum inventory records.
7. Should have knowledge for preparing quotations and PO.

## Company Description