



JAC Recruitment

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Indonesia

## PR/122622 | Logistic/ Customer Service Specialist

### Job Information

**Recruiter**[JAC Recruitment Indonesia](#)**Job ID**

1510511

**Industry**

Other (Trade)

**Job Type**

Permanent Full-time

**Location**

Indonesia

**Salary**

Negotiable, based on experience

**Refreshed**

December 11th, 2024 18:42

### 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

**Job Description:**

- Manage inventory and 3PL Warehouse.
- Coordinate customer orders, deliveries, and handle complaints.
- Monitor and resolve customer claims weekly.
- Track logistics KPIs and export control.
- Update pick & pack performances in KPI Warehouse file.
- Oversee complete customer order cycle and daily order-to-cash processes.
- Ensure timely electronic invoice delivery.

- Handle domestic shipments.

Requirements:

- Must have experience with SAP MM and SD modules.
- Knowledge of inventory management and 3PL Warehouse.
- Ability to coordinate orders and resolve complaints.
- Proficiency in logistics KPIs and export control.
- Skilled in order cycle management and shipments.

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Company Description