



PR/122622 | Logistic / Customer Service Specialist

Job Information

Recruiter

JAC Recruitment Indonesia

Job ID

1512254

Industry

Other (Trade)

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

January 8th, 2025 16:00

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.

Company Description