



PR/093840 | Assistant to Supply Chain Management Director (Japanese Speaking)

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1513459

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

January 7th, 2025 08:01

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

COMPANY OVERVIEW

A Japanese company is looking for **Assistant to Supply Chain Management Director (Japanese Speaking)** position.

Location: Ba Ria – Vung Tau

JOB RESPONSIBILITIES

- Assist the SCM Director in daily operations and strategic planning.
- Observe the customer's demands/requests, and share the obtained information/ your ideas among the team.
- In order to achieve the profitable business to both customers and factory, it is essential to understand the importance of working as a team, not only SCM but also including the factory (such as Production, QC etc).
- Willingness and desire to understand and know our own items is necessary.

- Also it is necessary to have a sense of cost/profit, understand demand/supply of coffee industry.
- Improving the team work is essential. Inspire the colleagues for better solutions, and share the ideas among the team first before disclosing it to the others.
- Good communication skills are required - such as, being a good listener, ability to summarize the topic, ability to speak logically, clarify the issues etc.
- Ensure compliance with industry regulations and company policies.

JOB REQUIREMENTS

- Desired university degree in related fields (Supply Chain Management, Logistics, Business Administration, International Business, Economics ...etc).
- Knowledge of involved areas (Supply Chain and Logistics, Procurement and Sourcing, Compliance and Regulations)
- Language Skills: **English business level, Japanese: N3-N2**
- **At least 2-3 years relevant experience in Supply Chain Management**
- Ability with Windows tools (Word, Excel, PowerPoint, Outlook)
- Data Analysis
- Synthesis and problem-solving skills
- Communication and Negotiation
- Human relations skills

Benefit:

- Time work: Mon – Fri 8:00 - 17:00
- Annual performance and salary review.
- Allowances as company policy
- Periodic health examination.
- Annual company trip.

Apply online or feel free to contact me directly for more information about this opportunity. Due to the high volume of applicants, we regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

#LI-JACVN

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Company Description