



## PR/086608 | Operations Manager

### Job Information

**Recruiter**

JAC Recruitment USA

**Job ID**

1523528

**Industry**

Amusement, Entertainment

**Job Type**

Permanent Full-time

**Location**

United States

**Salary**

Negotiable, based on experience

**Refreshed**

March 25th, 2025 19:00

### 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

#### Company and Job Overview

Japanese video game publisher is seeking an Operations Manager to join their team. The Operations Manager is responsible for leading and overseeing the procurement function within the organization and is responsible for overseeing the efficient management and control of all inventory-related activities within the organization.

#### Job Responsibilities

- Develop and implement procurement strategies that align with the organization's goals and objectives.
- Conduct regular inventory audits and cycle counts to ensure accuracy.
- Identify and address discrepancies or variances in inventory levels.
- Implement and enforce inventory control policies and procedures.
- Minimize overstocking and stockouts through effective inventory management.
- Manage and maintain strong relationships with key suppliers.
- Optimize Procurement Process
- Manage cost control and budget
- Prepare and present regular reports on procurement performance and key performance indicators.

- Analyze data to identify opportunities for improvement and cost reduction.
- Process sales order.

#### Job Requirements

- Bachelor's degree in Business, Supply Chain Management, or a related field (Master's degree preferred).
- Several years of experience in procurement, with a proven track record in leadership roles.
- Strong negotiation skills and the ability to build and maintain vendor relationships.
- Knowledge of procurement software and tools.
- Excellent communication and interpersonal skills.
- Analytical mindset with attention to detail.
- Familiarity with relevant laws and regulations.
- Proficiency with Google workspace and Microsoft Office Suite.

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#### Company Description