



## PR/158749 | Assistant Supply Chain Manager

### Job Information

**Recruiter**

JAC Recruitment Malaysia

**Job ID**

1540869

**Industry**

Electric Power, Gas, Water

**Job Type**

Permanent Full-time

**Location**

Malaysia

**Salary**

Negotiable, based on experience

**Refreshed**

May 20th, 2025 12:34

### 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

An established OEM in Penang is seeking for Assistant Supply Chain Manager to oversee and coordinate all aspects of the purchasing and production planning processes, inventory management, shipping and logistics.

### Job Responsibilities

- Coordinate, plan, and execute the procurement of raw materials
- Responsible for executing D365 & relevant forecasting systems
- Monitor and control inventory levels to meet company requirements while minimizing waste
- Ensure timely production output to meet sales demand, coordinating schedules as necessary
- Communicate with forwarders and the customs department regarding imported shipments, addressing issues such as import tax, sales tax, and HS Code concerns

- Collaborate with third-party warehouses for parts delivery and ensure proper stock conditions

### **Job Requirements**

- At least 5 years of experience in supply chain planning, procurement, or logistics, with a focus on manufacturing or automotive industries
- Experience in coordinating with customs, managing inventory, and handling import/export processes
- Ability to work in a fast-paced environment and manage multiple tasks simultaneously
- Experience in leadership role

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### **Company Description**