



JAC Recruitment

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India



## PR/109377 | Internal Operations Management / Japanese industrial machinery manufacture

### Job Information

**Recruiter**

JAC Recruitment India

**Job ID**

1545388

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

Negotiable, based on experience

**Refreshed**

June 24th, 2025 10:30

### 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 profile: Internal Management

■ Scope of work:

- Export/Import Management
- Inventory Management
- Accounting and Tax Affairs
- Human Resources Operations
- General Affairs-Related Duties

■Required Skills and Experiences

- Japanese – equivalent of N3(Minimum)
- Practical experience in export and import operations
- Hands-on experience in domestic shipping and receiving
- Solid background in inventory management
- Practical knowledge of accounting and taxation
- Experience in human resources, including social insurance procedures
- Work experience at a Japanese company
- Strong attention to accuracy and detail

■Preferable Skills and Experiences

- Connections with customs authorities
- Practical experience in general affairs
- Basic knowledge of IT
- Experience in company establishment

■Location: Pune

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## Company Description