

# Logistics Coordinator (生産管理)

Job Information

### **Hiring Company**

Tenneco Japan Ltd.

#### Job ID

1546815

#### Industry

Automobile and Parts

#### **Company Type**

Large Company (more than 300 employees) - International Company

### Job Type

Permanent Full-time

#### Location

Osaka Prefecture, Kaizuka-shi

#### Salary

5 million yen ~ 7.5 million yen

### **Work Hours**

8:30~17:00 (休憩65分)

## Holidays

土日

### Refreshed

December 6th, 2025 00:00

## General Requirements

# **Minimum Experience Level**

Over 3 years

### Career Level

Mid Career

## Minimum English Level

**Business Level** 

# Minimum Japanese Level

Native

## **Minimum Education Level**

Bachelor's Degree

# Visa Status

Permission to work in Japan required

## Job Description

# <この求人の魅力>

- 生産計画に基づく資材調達と物流調整業務
- 海外取引先との調整でグローバルに活躍
- SAPでの購買管理や物流調整の経験
- 年間休日125日/マイカー通勤可

## **Position Summary:**

Logistics Coordinator is responsible for Plant SCM activities including control inventories of raw materials / purchased parts to

meet production plan with corresponding to customer, TJ internal, outside suppliers, and freight forwarders.

#### Major Duties and Responsibilities:

- · Production planning based on order
- · Control purchasing plan in SAP system to meet production requirement prevent from material shortage
- Purchase direct materials with release of schedule agreement for local and overseas suppliers
- Monitor supplier delivery schedule in SAP system and review / revise it according to their status
- Follow up on production material shortage to contact with supplier as critical parts
- · Communicating with suppliers on delivery delay, damages and receipt discrepancies
- · Coordinate with freight forwarder regarding import and export parts
- · Take a lead monthly closing activity and analyze the gap between physical count and the data on SAP system
- Arrange schedules of freight forwarders for inbound / outbound logistics
- Make delivery schedule as outbound logistics for customers
- · Contact with customer for shipping issues and urgent product requirements
- · Perform other duties as required

#### 屋田形能

契約期間:期間の定めなし

試用期間:あり(3ヶ月)試用期間中の労働条件の変更なし

#### 年収

Logistics Coordinator(生産管理): 500万円 ~ 700万円

#### 勤務地

大阪府貝塚市、車通勤可 受動喫煙対策:喫煙室設置

#### 勒務時間

8:30~17:00(休憩65分)

#### 休日休暇

土日、夏季、年末年始 年間休日125日 年次有給休暇(入社半年経過後10日付与、最大25日)

## Required Skills

#### 【必須(MUST)】

- 3 years experience in the field of logistics operation in MFG
- Excellent computer skills (Excel / Word / PowerPoint)
- Native level Japanese

## 【歓迎(WANT)】

- · Working knowledge of SAP system is preferable, or experiences in some other MRP/ERP systems
- · Excellent communication skill in English is preferred

# 【その他】

• Flexible response to change and Self starter

### 【一次面接の種類】

通常面接

## Company Description