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## NEW: Shipping Coordinator for Global Logistics Company!

### Shipping Coordinator - Global Logistics

#### Job Information

**Recruiter**
[Michael Page](#)
**Job ID**

1549949

**Industry**

Distribution

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

4.5 million yen ~ 6 million yen

**Refreshed**

July 10th, 2025 08:00

#### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Fluent

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

#### Job Description

As the Shipping Coordinator, you will be monitoring shipments and communicating directly with customers. You will also get to monitor young operators and coach them when they have questions.

**Client Details**

Our client is a long-standing foreign logistics company offering comprehensive logistics solutions. They deliver the full suite of freight forwarding services.

**Description**

As the Shipping Coordinator, you will be monitoring shipments and communicating directly with customers. You will also get to monitor young operators and coach them when they have questions. Among the main responsibilities of the role:

- Handling shipments and serving as a point of contact for clients, suppliers, partners and other offices for any operations-related issues.
- Coordinating and negotiating with subcontractors, sourcing competitive rates from potential subcontractors.

- Preparing quotations and assist with commercial proposal quotations for other projects.
- Calculating each shipment's profits and losses.
- Training and mentoring junior members when needed.

#### **Job Offer**

- The opportunity to directly impact and contribute to the business expansion in Japan
- A chance to build expertise and several connections industry.
- Permanent role with opportunities for career development.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Davide Capretta at +81 3 6832 8675.

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#### **Required Skills**

In order to success in this role, the applicant should possess the following qualifications:

- Extensive experience in logistics customer service & operations
- Experience in handling international projects and collaborating with diverse teams.
- Knowledge: of international shipping regulations and practices, familiarity with customs clearance procedures and import/export compliance.
- Good communication and negotiation skills, with the ability to build strong relationships with clients, suppliers, and team members.
- Good PC skills (excel, word, power point)
- Business English and business Japanese (JLPT N2 minimum)

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#### **Company Description**

Our client is a logistics pioneer that offers comprehensive transport and supply chain services (land transport, air & sea freight, and full-spectrum logistics solutions like warehousing, e-commerce, distribution), innovative digital platforms, and strong sustainability practices.