



PR/159165 | Corporate Planning Officer (Japanese Speaker)

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1554712

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

August 12th, 2025 10:33

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

■Corporate Planning Officer (Japanese Speaker)

■SUMMARY

You will be working closely with Management and Head Department in the company in order to completing the task assigned as well as will be communicating directly with all management levels from Japan HQ, Regional HQ (Hong Kong), and other executives. You also will support Management in term of planning, schedule management and submit reports to Management.

■RESPONSIBILITIES

- Support management to lead corporate strategy and planning, develop, implement and continuously update/refine company's strategy.
- To assist in corporate planning activities including the development of company work plan, monitoring and reporting of corporate performance.

- To assist in developing annual budget and monthly forecast by coordinating with various teams and other related tasks...

■ REQUIREMENTS

- Relevant working experience in the related industries
- Business level in Japanese (Speaking, Writing and reading)

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Company Description