



PR/095104 | Import-Export Balance Supervisor

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1556258

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

October 7th, 2025 06:00

General Requirements

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company and job overview

Our client is a company in Food & Beverage manufacturing industry in Ba Ria - Vung Tau

Job Responsibilities

- Controlling the internal inventory balance of raw materials. Investigate the cause of the discrepancy between system inventory and actual inventory if any; propose & implement corrective action & preventive plan.
- Managing BOM for export finished goods: usage of materials & type of material in BOM are not fixed and situational. Based on the actual usage to create appropriate BOM to submit to Customs at the end of each FY. Confirm & propose if it's needed to make new export customs codes.
- Managing BOM for export sample.
- Managing BOM for WIP.

- Managing stock of raw materials in case same material but with difference declared customs code.
- Managing disposal/sell of fixed asset, tools, machine, other expendables used for producing finished goods.
- Managing disposal/sell of industrial garbage/scrap/residue or waste which originated from raw materials/ WIP/ finished goods.
- Ensure compliance with EPE import/export regulations.
- Monthly/ Quarterly/ Yearly stock data cross check between FAS&SCM.

Job Requirements

- Bachelor's degree in Business Administration, Supply Chain/Logistics, or Financial/Accounting
- Proficiency in English (both written and spoken)
- Must have at least 3 years of experience working in the Logistics or Accounting department of an EPE; import-export balance control experience is a must
- Knowledge and ability to use VNACCS.
- Knowledge of Incoterms, HSCD, and EPE-related regulations.
- Knowledge of the food industry, especially coffee, is a plus.

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Company Description