



PR/118146 | Japanese Speaking Supply Chain Coordinator / N2 / Bangkok (BTS accessible)

## Job Information

**Recruiter**

JAC Recruitment Thailand

**Job ID**

1559063

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Thailand

**Salary**

Negotiable, based on experience

**Refreshed**

October 7th, 2025 09:01

## 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

**Key Responsibilities:**

- Monitor and manage delivery schedules to ensure on-time shipments.
- Coordinate between internal teams, suppliers, and clients, ensuring smooth delivery operations.
- Communicate with Japanese-speaking clients and suppliers to address any delivery issues or inquiries.
- Track delivery performance and analyze data to identify areas for improvement.
- Maintain accurate documentation and reports for all delivery-related activities.
- Collaborate with other departments to resolve any delivery-related challenges.

**Qualifications:**

- Japanese proficiency at JLPT N2 level (required).

- Minimum of 3 years of working experience in various fields (experience in purchasing, sales coordinator or logistics is an advantage).
- Excellent communication and interpersonal skills, especially in cross-cultural environments.
- Strong organizational and time-management skills.
- Proficiency in Microsoft Office (Excel, Word, PowerPoint).
- Ability to work under pressure and meet tight deadlines.

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## Company Description