



PR/160309 | Senior Logistics Executive - Retail (Based at Global Distribution Center) - Hybrid Work & Flexible

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1583870

Industry

Retail

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

March 24th, 2026 11:46

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

A well-established and renowned Retail group is seeking a Senior Logistics Executive to support logistics and distribution operations at their Global Distribution Center at Selangor. They practise hybrid working arrangements and flexible working hours.

Key Responsibilities:

- Execute and manage day-to-day logistics operations, ensuring smooth, timely, and efficient flow of goods within the distribution center.
- Handle all logistics-related documentation, including shipping documents, delivery orders, customs paperwork, and any required regulatory forms.
- Support inventory management activities, ensuring accurate stock levels, timely stock movement updates, and compliance with inventory control procedures.

- Oversee and coordinate import and export logistics operations, ensuring full compliance with customs regulations, documentation accuracy, and on-time shipment processing.
- Monitor inbound and outbound shipment schedules, proactively resolving delays, discrepancies, or operational issues.
- Liaise closely with internal teams, transporters, shipping lines, freight forwarders, and customs brokers to ensure seamless logistics coordination.

Requirements:

- Must come from a similar industry (retail, FMCG, distribution-focused companies preferred).
- Minimum 3 years of experience in logistics, warehousing, distribution, or supply chain operations.
- Strong understanding of import and export processes, customs regulations, shipping documentation, and related compliance matters.
- Experience managing international shipping flows, including coordination with overseas factories and regional distribution centers.
- Hands-on knowledge of inventory management, packaging flow, and warehouse operational workflows.
- Ability to operate in a fully in-house logistics environment with no reliance on 3PL partners.
- Experience handling overseas deliveries across multiple regions is highly preferred.
- Proficient in ERP or WMS systems.
- Detail-oriented, organized, problem solver with strong communication and coordination skills.

#LI-JACMY

#stateKL

#countrymalaysia

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Company Description