



## PR/087281 | Operations / Procurement Manager

### Job Information

**Recruiter**

JAC Recruitment USA

**Job ID**

1584400

**Industry**

Retail

**Job Type**

Permanent Full-time

**Location**

United States

**Salary**

Negotiable, based on experience

**Refreshed**

May 26th, 2026 15:03

### General Requirements

**Minimum Experience Level**

Over 6 years

**Career Level**

Mid Career

**Minimum English Level**

Fluent

**Minimum Japanese Level**

None

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

**POSITION SUMMARY**

An excellent opportunity for an experienced procurement professional to lead purchasing strategy, inventory control, and supplier management. This role plays a critical part in ensuring cost-effective operations and maintaining smooth supply chain activities.

**RESPONSIBILITIES****Strategic Procurement:**

- Develop and execute procurement strategies aligned with organizational goals
- Identify cost-saving opportunities and drive efficiency improvements

**Inventory Management:**

- Conduct regular inventory audits and cycle counts
- Maintain accurate stock levels and prevent overstocking or stockouts
- Monitor storage conditions to avoid damage or obsolescence

**Supplier Relationship Management:**

- Build and maintain strong relationships with key suppliers
- Negotiate complex contracts and resolve supplier issues

**Process Optimization:**

- Streamline procurement workflows to enhance efficiency
- Implement best practices and industry standards

**Distribution & Fulfillment:**

- Coordinate with distribution teams to ensure timely order fulfillment
- Troubleshoot issues related to shipping or order accuracy

**Cost & Budget Control:**

- Manage procurement budgets
- Analyze pricing trends and supplier performance
- Implement cost-control measures

**Reporting & Analysis:**

- Prepare reports on procurement KPIs and performance
- Identify areas for improvement through data analysis

**Team Leadership:**

- Lead and mentor procurement staff
- Set goals, provide feedback, and promote a collaborative team culture

**QUALIFICATIONS**

- Bachelor's degree in Business, Supply Chain, or related field
- Proven experience in procurement with leadership responsibilities
- Strong negotiation, analytical, and communication skills

- Knowledge of procurement tools and software
- Proficiency in Google Workspace and Microsoft Office
- High ethical standards and attention to detail

PREFERRED

- Professional certifications (CSCP, CPIM, CIPS)
- Knowledge of customs, VAT, and Incoterms
- ERP and BI tool experience
- Understanding of major game consoles (Nintendo, PlayStation, Xbox)
- Experience in a Japanese manufacturing environment

SALARY USD \$90,000-120,000

LOCATION Santa Ana, CA

WORKING STYLE Hybrid (3 times/week in the office)

BENEFITS

- \* Health, Dental, and Vision Insurance
- \* 401(k) Plan
- \* Paid Time Off
- \* Discretionary year-end bonus

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Company Description