



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

April 14th, 2026 06:00

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