



## PR/087276 | Market Insights and Research Coordinator

### Job Information

**Recruiter**

JAC Recruitment USA

**Job ID**

1586631

**Industry**

Retail

**Job Type**

Permanent Full-time

**Location**

United States

**Salary**

Negotiable, based on experience

**Refreshed**

May 26th, 2026 06:00

### General Requirements

**Minimum Experience Level**

Over 1 year

**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 TITLE Market Insights & Research Coordinator

#### POSITION SUMMARY

This position plays a key role in supporting the R&D function by working across market data, sales data, and customer data, and directly contributing to product development and the enhancement of customer experience. The role offers broad involvement, spanning market analysis, research coordination, customer care analytics, and laboratory support.

#### RESPONSIBILITIES

- Analyze U.S. and international consumer beauty market data
- Compile and report sales and shipment trends
- Coordinate qualitative and quantitative research activities, including focus groups, surveys, and product testing
- Support customer care analytics and data quality initiatives

- Collaborate with order management and online store teams to improve customer satisfaction and operational insights
- Maintain laboratory organization, inventory, and SharePoint-based data
- Provide administrative and analytical support for ongoing R&D projects

QUALIFICATIONS

- Bachelor's degree in Business Administration, Market Research, Business Analytics, Statistics, or a related field
- Entry-level experience (1–3 years); internships or academic projects involving data sets preferred
- Proficiency in Microsoft Office 365 (Outlook, Word, Excel, and PowerPoint)
- Experience with Power BI and Power Query is a plus

SKILLS & ABILITIES

- Ability to interpret and analyze data from multiple sources, including POS data, shipment data, and population data
- Ability to maintain a laboratory environment and manage data within SharePoint
- Strong project coordination skills, with the ability to manage multiple research projects in a timely and professional manner
- Strong capability to summarize industry insights and present findings to various internal and external stakeholders
- Ability to communicate directly with research participants and effectively coordinate interviews and focus groups
- High attention to detail and strong accuracy
- Excellent organizational skills
- Effective verbal and written communication skills
- Japanese language proficiency preferred but not mandatory

LOCATION Cypress, CA (Onsite)

EMPLOYMENT TYPE Full Time and Non-Exempt Classification

WORKING TIME M-F 8am to 5pm

SALARY Hourly Range: \$22.00 to 25.00 (DIRECT HIRE)

BENEFITS

- Health, dental and vision insurance
- Life and disability insurance
- Retirement savings plan
- Paid time off and holidays
- Opportunities for professional development and career growth

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Company Description