



PR/110375 | Sr. Executive - Sales Operations

Job Information

Recruiter

JAC Recruitment India

Job ID

1599493

Industry

Other (Trade)

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

June 26th, 2026 11:25

General Requirements

Minimum Experience Level

Over 6 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

Job Description:

Job Designation: Sr. Executive - Sales Operations Group

Job Location: Gurugram

Educational Requirements: Bachelor's or Master's in any field

Roles & Responsibilities:

- Cooperation / coordination with the head office in Japan and other subsidiaries.
- Preparation of quotations for special deliveries and courier deliveries.
- Cooperation with our distribution warehouses in Delhi and Chennai regarding deliveries, documents and customs clearance.
- Communication with customers for various Sales matters.

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Company Description