

PR/118644 | E-Commerce Specialist

Job Information

Recruiter
JAC Recruitment UK

Job ID
1603005

Industry
Other (Manufacturing)

Job Type
Permanent Full-time

Location
United Kingdom

Salary
Negotiable, based on experience

Refreshed
October 27th, 2026 02:00

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Fluent Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

Our client is looking for a bright individual to join the company at the ground level and help shape the operations from day one.

We are looking for a hands-on generalist who can support a wide range of daily tasks across back-office operations and e-commerce activities. In an early-stage environment, no two days are the same. This role is ideal for someone who thrives in a dynamic setting, enjoys problem-solving, and is comfortable taking initiative.

What You Will Do

- Support day-to-day operational tasks across back-office and e-commerce functions
- Assist with administrative processes, coordination, and basic operational workflows
- Contribute to early-stage e-commerce activities (social media, website updates, content coordination)

- Work closely with leadership to support the UK launch and ongoing operations
- Adapt to changing priorities and proactively identify ways to improve processes

Who We’re Looking For

- A proactive, adaptable self-starter who enjoys variety in their work
- Someone comfortable rolling up their sleeves and trying new things
- Strong organisational skills and attention to detail
- Excellent communication skills in English
- German or French is a plus

Unfortunately, No visa sponsorships are available. Only shortlisted candidates will be contacted. Thank you and I look forward to your application!

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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Company Description