



Import Specialist

Job Information

Recruiter

JAC International Co., Ltd.

Hiring Company

Luxury Company

Job ID

1603291

Industry

Apparel, Fashion

Job Type

Permanent Full-time

Location

Chiba Prefecture

Salary

8 million yen ~ 10 million yen

Refreshed

September 2nd, 2026 02:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

- Coordinate domestic and international import/export operations for commercial products, promotional items, and special request goods.
- Daily data entry and operations using the ERP system (Microsoft AX)
- Trainee and support temporary and contract staff to ensure smooth team operations and adherence to procedures.
- Manage transportation-related issues, including shipment damage, delivery discrepancies, and customs-related challenges.
- Application to the Ministry of Economy, Trade and Industry for quotas and progress management of their use
- Collaborate with regional and global logistics stakeholders on transportation management, cost allocation, process improvements, reporting, and cross-functional projects.
- Support logistics activities for corporate events, exhibitions, and promotional campaigns, including temporary import/export procedures and related documentation.
- Manage relationships with logistics service providers, including performance monitoring, operational reviews, and trade agreement compliance processes.
- Partner with internal technology teams and external vendors on system enhancements, process automation initiatives, and ongoing system administration.

- Participate in strategic sourcing and vendor selection projects for transportation and logistics service providers.
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Required Skills

Required Experience

- More than 5 years of practical experience in trade operations (including at least 2 years of leadership experience)
- Experience in data entry and operations using ERP systems
- Experience in labor management, work guidance, and training of temporary staff
- Native level Japanese and business level or higher English proficiency (reading, writing, conversation)
- Experience participating in global projects

Preferred Experience

- Trade operation experience in luxury brands, fashion, or cosmetics industries
- User experience with IT systems (including requirements definition and communication with external system integrators)
- Experience as a team leader

Required Competencies

- Strategic thinking and analytical skills
 - Decision-making, negotiation, and coordination skills
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Company Description