



PR/096074 | Assistant Warehouse Manager

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1604961

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

August 25th, 2026 13:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

Fluent

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company Overview

A company in the warehousing and logistics industry is hiring for a Warehouse Operations Supervisor position.

Job Description

- Support the supervision of warehouse operations to ensure timely inbound and outbound shipments.
- Monitor inventory movements and maintain accurate stock records, including quantity, product type, and condition (cool warehouse, fruit products).
- Conduct scheduled inventory counts and reconcile inventory discrepancies.
- Lead, train, and supervise both permanent and temporary warehouse staff.

- Prepare and submit daily, weekly, monthly, and quarterly operational reports.
- Carry out tasks and assignments directed by the Japanese manager.

Qualifications

- Fluent in English or Japanese (spoken and written).
- Bachelor's degree in Logistics, Supply Chain, Business Administration, or related field.
- At least 5 years of experience in a similar position is an advantage.
- Strong knowledge of warehouse management systems and inventory control.
- Familiarity with safety regulations and equipment maintenance practices.
- Excellent leadership, communication, and problem-solving skills.
- Ability to work under pressure and manage multiple priorities.
- Willingness and ability to work in shifts.
- Experienced in Japanese working environment is a plus.

#LI-JACVN

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Company Description