生産計画・メニュー開発/Production Planning Officer

Job Information

Recruiter
Advisory Group K.K.

Job ID
1605671

Industry
Food and Beverage

Company Type
Large Company (more than 300 employees) - International Company

Non-Japanese Ratio
About half Japanese

Job Type
Permanent Full-time

Location
Chiba Prefecture

Salary
3.5 million yen ~ 5.5 million yen

Salary Bonuses
Bonuses paid on top of indicated salary.

Refreshed
November 24th, 2026 21:00

General Requirements

Minimum Experience Level
Over 1 year

Career Level
Entry Level

Minimum English Level
Basic Level

Minimum Japanese Level
Fluent Level

Minimum Education Level
High-School

Visa Status
Permission to work in Japan required

Job Description

Key Responsibilities / 主な職務内容

- **Material Planning & Cost Control / 原材料計画と原価管理:** Execute daily material planning, maintain accurate BOMs (Bill of Materials), conduct cost calculations, and manage material flow to optimize productivity and control food costs. 日々の原材料計画の立案、レシピに基づく正確なBOM（部品表）作成、原価計算、調理コストの最適化。

- **Production Forecasting & Planning / 生産予測および計画立案:** Update weekly production forecast data in the system and distribute accurate daily production plans to kitchen units. システム内の週次生産予測データの更新、各種データの精査、キッチン各部門への日次生産計画の配信・サポート。

- **Inventory & Stock Management / 在庫管理・実地棚卸:** Conduct daily stock checks in kitchen areas, monitor inventory levels (Actual vs. Theoretical), and adjust material ordering to prevent excess stock, shortages, or food waste during menu cycle changes. 調理エリアの棚卸、適正在庫の維持、理論値と実績値の差異分析、メニュー改定時の廃棄ロス防止および発注調整。

- **Operational Coordination & Quality / 部門間連携と品質管理:** Collaborate with internal departments to resolve stock irregularities (defects, shortages, quality issues) and ensure on-time delivery across kitchen units. 各部門と連携した食材の入荷不備・品質トラブの解決、キッチン間の社内発注・移動管理およびスケジュール遵守。

Why This Role? / このポジションの魅力

- **Global Hospitality Leader:** Work within a prestigious, international airline catering environment serving world-renowned commercial airlines. 世界中の大手航空会社を支えるグローバル企業で、国際色豊かな経験を積むことができます。

- **Cross-Functional Career Growth:** Build specialized expertise at the intersection of culinary art, data analytics, SCM, and food service cost engineering. 調理・メニュー開発、原価計算、SCM・データ分析がクロスする領域で、専門性の高いキャリアを構築できます。

Required Skills

Required Skills / 必要なスキル

- **Experience / 経験:** Experience in production planning, inventory control, BOM creation, or material planning within **Food Service, Catering, Airline Catering, Central Kitchen, or Food Manufacturing** . フードサービス、セントラルキッチン、外資系ケータリング、食品製造業界における生産計画、在庫管理、原価計算、BOM作成等の実務経験。

- **IT / Technical Skills:** High proficiency in **Microsoft Excel** (data management, reporting, cost analysis) and comfort using production management systems/ERPs. Microsoft Excelを用いたデータ集計・原価分析能力、および生産管理・基幹システムの使用経験。

- **Languages / 語学力:** Fluent Japanese (essential) and Basic to Business-level English (ability to handle global system interfaces, basic emails, and international culinary staff). 日本語 (必修) および基礎〜ビジネスレベルの英語力 (システム操作、簡単な英文メール、外国人シェフとの現場コミュニケーション等) 。

- **Personal Attributes / 資質:** Detail-oriented with strong analytical skills, adaptability to shift operations, and strong communication skills under tight production deadlines. 数値データに強く精密な作業ができる方、現場とのコミュニケーション能力が高く、タイムラインを守って業務を遂行できる方。

Company Description