



Senior Raw Material Planner

Job Information

Recruiter

JAC International Co., Ltd.

Hiring Company

Food & Beverage Company

Job ID

1605869

Industry

Food and Beverage

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

4.5 million yen ~ 6 million yen

Refreshed

August 5th, 2026 16:02

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

- Manage purchasing transactions and verify that procurement records are accurate, complete, and compliant with established business processes. Coordinate with suppliers to confirm order details, including quantities, delivery schedules, and specifications.
- Develop and maintain effective working relationships with suppliers and internal stakeholders. Monitor order progress and collaborate with external partners to address supply or logistics issues as needed.
- Maintain and update procurement and planning records within business systems to ensure information remains current and aligned with operational requirements. Participate in demand and supply planning reviews with relevant teams.
- Monitor inventory planning settings and material requirements to support appropriate stock levels. Identify potential inventory risks, including excess or aging materials, and work with cross-functional teams to develop mitigation plans.

- Review material availability and proactively address potential shortages caused by supply disruptions or delivery delays. Analyze demand forecasts and inventory trends to support replenishment decisions.
 - Collaborate with product development and operational teams to support the introduction of new products and materials. Assess supply-related risks and help minimize impacts to business operations.
 - Track and evaluate supplier performance, including delivery reliability and fulfillment effectiveness. Support supplier communications, planning activities, and periodic performance reviews.
 - Coordinate the resolution of material quality concerns by working with suppliers and internal stakeholders to ensure appropriate corrective actions are implemented.
 - Contribute to the continuous improvement of planning and procurement processes by identifying opportunities to enhance efficiency, effectiveness, and overall supply chain performance.
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Required Skills

- Bachelor's degree in Business, Operations, Supply Chain, Logistics, or a related discipline preferred.
 - Significant experience in supply planning, inventory management, procurement, or broader supply chain functions.
 - Experience supporting demand forecasting, production planning, capacity management, or related operational planning activities.
 - Strong proficiency with business productivity software, including spreadsheet, data analysis, and presentation tools.
 - Familiarity with enterprise resource planning (ERP) systems or other integrated business planning platforms is advantageous.
 - Strong analytical, organizational, and problem-solving skills, with the ability to manage multiple priorities in a dynamic environment.
 - Effective communication and stakeholder management skills, with the ability to collaborate across functions and with external partners.
 - Professional proficiency in English required; additional language skills are considered a plus.
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Company Description