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JAC Recruitment Malaysia

PR/161020 | Sales Planning Executive - Steel Manufacturing (Pulau Indah, Port Klang)

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1609870

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

September 1st, 2026 10:39

General Requirements

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

COMPANY OVERVIEW

A leading Korean steel processing and manufacturing company is seeking an **Executive, Sales Planning** to support inventory planning, order fulfillment, production scheduling, and raw material coordination activities. Working closely with Sales, Production, Warehouse, Purchasing, and Finance teams, this role plays a key part in ensuring smooth daily operations and on-time customer deliveries. The ideal candidate is detail-oriented, analytical, and enjoys working with data, planning processes, and cross-functional stakeholders. This position offers valuable exposure to supply chain, sales operations, inventory management, production planning, and ERP systems within a dynamic manufacturing environment

JOB RESPONSIBILITIES

- Assist in preparing sales forecasts, production plans, and inventory reports. Coordinate incoming raw material deliveries and shipment schedules.
- Monitor inventory availability and customer order fulfillment.
- Update and maintain records in ERP and related systems.

- Work closely with internal departments to support planning and scheduling activities.
- Prepare routine operational reports and documentation.
- Support continuous improvement initiatives and assigned projects.

JOB REQUIREMENTS

- Diploma or Degree in any discipline.
- Fresh graduates are encouraged to apply.
- Candidates with relevant working experience are an added advantage.
- Proficient in Microsoft Excel and Microsoft Office applications.
- Good communication, coordination, and problem-solving skills.
- Detail-oriented with a willingness to learn planning and ERP systems.

#LI-JACMY

#countrymalaysia

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Company Description