



PR/110698 | Sales Support

Job Information

Recruiter[JAC Recruitment India](#)**Job ID**

1609944

Industry

Other (Trade)

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

September 29th, 2026 13:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

- Approximately 3 years of relevant experience
- Delivery schedule management
- Positive and cheerful personality
- Logistics-related operations
- Coordination of schedules between logistics providers and clients
- Export shipments (mainly to Thailand): approximately once per week
- Domestic shipments within India: approximately twice per week
- Administrative duties such as procuring office supplies (about 10% to 20% of total workload)

- Position will report to the current Sales Support employee
- One advantage of the role is exposure to the entire process from product launch through shipment
- Opportunity to learn Japanese-style work practices, including an emphasis on processes and procedures

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Company Description