



Freight Procurement Manager / プロキュアメントマネージャー (フォワーダー・航空・海運)

Job Information

Recruiter

[Advisory Group K.K.](#)

Job ID

1612886

Industry

Logistics, Storage

Company Type

Small/Medium Company (300 employees or less) - International Company

Non-Japanese Ratio

Majority Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

4.5 million yen ~ 8.5 million yen

Refreshed

September 29th, 2026 03:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Basic

Minimum Japanese Level

Fluent

Minimum Education Level

High-School

Visa Status

Permission to work in Japan required

Job Description

[Main Responsibilities / 職務内容]

- **Vendor Negotiation & Contract Management:** Negotiate rates, terms, and contracts with ocean carriers, airlines, and associated logistics service providers.

(船会社、航空会社、および付随する物流事業者との各種折衝・契約管理)

- **Tariff Management:** Establish, update, and manage internal global freight tariffs and rate structures.

(自社タリフの企画・設定および運用管理)

- **Sales & Tender Support:** Provide key pricing and procurement support for domestic and international sales opportunities, including corporate RFQ/tender bids.

（国内外の営業案件およびグローバル入札（Tender）における価格・仕入れサポート）

- **Global Reporting:** Regularly compile procurement metrics and report operational status to HQ in Germany.

（ドイツ本社へのプロキュアメント状況・数値レポート業務）

Required Skills

[Main Requirements / 応募資格]

- **Relevant Procurement Experience:** Solid background in procurement/capacity buying at a freight forwarder, or commercial/sales/procurement experience at a container shipping line or cargo airline.

（フォワーダーでのプロキュアメント・仕入れ業務経験、またはコンテナ船会社・航空会社（貨物部門）での勤務経験）

- **Language Skills:** Business Japanese with Intermediate English proficiency (EIKEN Grade 2 level or above) for international correspondence and HQ reporting.

（日本語：ビジネスレベル、英語：英検2級以上、または同等の読み書き・日常業務レベル）

- **Educational Background:** High school diploma or higher.

（高校卒業以上）

Company Description