

PR/097872 | Logistics Specialist (2 years contract)

Job Information

Recruiter
JAC Recruitment Singapore

Job ID
1621682

Industry
Industrial Facilities

Job Type
Permanent Full-time

Location
Singapore

Salary
Negotiable, based on experience

Refreshed
November 10th, 2026 10:38

General Requirements

Minimum Experience Level
Over 1 year

Career Level
Mid Career

Minimum English Level
Fluent 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 global aerospace and defense manufacturer with a diversified portfolio spanning commercial and military rotorcraft, advanced aerospace systems, and specialized aviation solutions. The organization serves customers worldwide, including government, defense, and commercial sectors, and is recognized for its innovation in aircraft design, engineering excellence, and maintenance support services.

JOB RESPONSIBILITIES

We are seeking a Logistics Specialist to support warehouse operations, inventory management, and regional spare parts distribution within the aerospace industry. The successful candidate will be responsible for inventory control, shipping coordination, warehouse operations, and ensuring timely delivery of parts to customers.

- Receive, inspect, and process incoming shipments and spare parts.

- Perform inventory stocking, picking, packing, and shipment preparation.
- Coordinate local and international shipments with freight forwarders and logistics providers.
- Prepare shipping documentation including packing lists, Air Waybills (AWB), permits, and export/import documents.
- Conduct cycle counts and inventory audits to maintain stock accuracy.
- Process inventory transactions, stock transfers, and adjustments using SAP.
- Ensure compliance with Dangerous Goods (DG) and transportation regulations.
- Maintain accurate records of spare parts, serial numbers, and hazardous materials.
- Operate forklifts and warehouse equipment safely and efficiently.
- Maintain warehouse housekeeping, organization, and safety standards.
- Support daily warehouse and logistics operations as assigned.

JOB REQUIREMENTS

- Minimum GCE N/O Level, ITE, or equivalent qualification.
- At least 1.5 years of experience in logistics, warehousing, supply chain, aviation, or aerospace operations.
- Experience in inventory control, warehousing, and shipment coordination.
- Proficient in SAP and Microsoft Office applications.
- Valid forklift licence with practical operating experience.
- Knowledge of air freight, sea freight, shipping documentation, permits, and Incoterms.
- Familiarity with IATA Dangerous Goods Regulations will be an advantage.
- Comfortable working in a warehouse environment.
- Able to work independently and perform under minimal supervision.

Working Location: Singapore

Ng Siew Thien (R22107842)

JAC Recruitment Pte. Ltd. (90C3026)

#LI-JACSG

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Company Description