

PR/124176 | Logistic Assistant Manager

Job Information

Recruiter
JAC Recruitment Indonesia

Job ID
1621708

Industry
Other (Manufacturing)

Job Type
Permanent Full-time

Location
Indonesia

Salary
Negotiable, based on experience

Refreshed
November 10th, 2026 11:08

General Requirements

Minimum Experience Level
Over 6 years

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

About the role

Manage and oversee export-import operations, customs clearance, and logistics activities to ensure compliance with applicable regulations. Lead operational activities, analyze data, assess risks, and make informed decisions to support business objectives.

Key responsibilities

- Manage and oversee export-import operations, customs clearance, and logistics activities to ensure compliance with applicable regulations
- Ensure accurate HS Classification, customs valuation, and fulfillment of LARTAS requirements for import and export activities
- Monitor and maintain trade compliance standards, including AEO requirements, internal controls, risk assessments, and corrective action implementation

- Lead operational activities, analyze data, assess risks, and make informed decisions to support business objectives
- Coordinate cross-functionally with internal and external stakeholders, including customs authorities, logistics providers, and relevant departments
- Develop, coach, and mentor team members while facilitating effective knowledge transfer and continuous improvement initiatives
- Prepare reports, monitor KPIs, and support audit activities related to customs, compliance, and logistics operations

Requirements

- Bachelor's Degree (S1) in Logistics, Supply Chain Management, Business Administration, Industrial Engineering, or related field
- Minimum 5-7 years of experience in Customs, Export-Import, Trade Compliance, or Logistics
- Minimum 2 years of experience in a supervisory or leadership role
- Strong understanding of export-import processes, customs regulations, HS Classification, customs valuation, LARTAS, and related trade regulations
- Experience in AEO compliance, customs/regulatory audits, internal controls, risk assessments, and corrective action programs
- Strong analytical and problem-solving skills with the ability to make data-driven and risk-based decisions
- Proven ability to lead teams, manage cross-functional coordination, and drive operational excellence
- Good communication and reporting skills in English
- Customs Expert Certification (Ahli Kepabeanan) is highly preferred
- Experience in manufacturing or international trading companies, ISO 9001/14001 environments, and KPI-driven operations will be an advantage

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Company Description