

PR/161308 | LOGISTICS EXECUTIVE (Established Warehouse Industry)

Job Information

Recruiter
JAC Recruitment Malaysia

Job ID
1623326

Industry
Other (Manufacturing)

Job Type
Permanent Full-time

Location
Malaysia

Salary
Negotiable, based on experience

Refreshed
November 17th, 2026 10:17

General Requirements

Minimum Experience Level
Over 3 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

Company Overview

A medical device manufacturing company based in Senai, Johor, specializing in the production and assembly of medical appliances and consumables. The company focuses on product quality, operational efficiency, regulatory compliance, and continuous improvement to deliver reliable healthcare products while building a sustainable manufacturing operation.

Key Responsibilities

- Manage and maintain LMW (Licensed Manufacturing Warehouse) documentation, permits, approvals, and regulatory records.
- Prepare and submit customs declarations, import/export documentation, and compliance reports.
- Ensure adherence to RMCD regulations and LMW requirements.
  Verify and maintain shipping documents, including invoices, delivery orders, and packing lists.

- Monitor import/export shipments, inventory movements, and goods flow.
- Follow up on customs clearances, permits, declarations, and outstanding documentation.
- Liaise with Customs authorities, forwarding agents, transporters, suppliers, and other external parties.
- Coordinate with Warehouse, Production, Purchasing, and Logistics teams to support operational activities.
- Assist with customs audits, inspections, and compliance-related matters.

Job Requirements

- Diploma or equivalent qualification in Logistics, Supply Chain Management, Business Administration, or a related field.
- Experience in LMW administration, customs compliance, import/export operations, shipping, or warehouse operations is preferred.
- Basic knowledge of Malaysian Customs procedures, RMCD regulations, and LMW requirements.
- Familiarity with customs declarations, shipping documentation, and import/export processes.
- Proficient in Microsoft Office, especially Excel and Word.
- Strong communication, coordination, documentation, and problem-solving skills.
- Detail-oriented, responsible, and able to work under deadlines.
- Able to work independently while also collaborating effectively with cross-functional teams.

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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Company Description