

PR/161339 | WAREHOUSE MATERIAL PLANNER (Warehouse Management Company)

Job Information

Recruiter
JAC Recruitment Malaysia

Job ID
1623327

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 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

Key Responsibilities

- Plan and coordinate material availability to support production, warehouse operations, replenishment, and customer requirements.
- Monitor demand, inventory levels, purchase orders, and supplier delivery schedules to identify shortages, delays, and excess stock.
- Follow up with suppliers and internal stakeholders on purchase orders, deliveries, replenishment, and recovery actions.
- Maintain accurate records in ERP/MRP/SAP and inventory management systems.
- Support inventory accuracy through cycle counts, stock reconciliation, discrepancy investigations, and material traceability.
- Coordinate with Warehouse, Operations, Procurement, Logistics, Finance, and customer-facing teams to align

material plans and service commitments.

- Participate in continuous improvement initiatives to enhance planning accuracy, inventory control, and operational efficiency.

Job Requirements

- Diploma, Higher NITEC, NITEC, or equivalent qualification in Supply Chain, Logistics, Business, Operations, Engineering, or related fields.
- 0–3 years of experience in material planning, inventory control, procurement support, warehouse operations, logistics, or supply chain coordination.
- Knowledge of ERP/MRP systems, SAP, Warehouse Management Systems (WMS), inventory reporting, and purchase order tracking is an advantage.
- Understanding of material planning, inventory management, replenishment processes, procurement coordination, and warehouse material flow.
- Strong attention to detail, data accuracy, organizational, and follow-up skills.
- Good communication and stakeholder coordination skills.
- Proficient in Microsoft Excel and other Microsoft Office applications.
- Knowledge of Lean, Six Sigma, or process improvement methodologies is an added advantage.

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Company Description