



## Associate Logistics Manager / アソシエイトロジスティクスマネージャー

The world's leading toy and game company

### 募集職種

#### 人材紹介会社

アセント・グローバル・パートナーズ (AGP)

#### 採用企業名

Well-known Company in the Toy and Entertainment Industry

#### 求人ID

1461486

#### 業種

ゲーム

#### 会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

#### 雇用形態

正社員

#### 勤務地

その他東京

#### 給与

600万円 ~ 800万円

#### 更新日

2024年05月11日 07:00

### 応募必要条件

#### 職務経験

3年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

流暢

#### 日本語レベル

流暢

#### 最終学歴

大学卒 : 学士号

#### 現在のビザ

日本での就労許可が必要です

### 募集要項

The responsibility of this position is managing specialized work efficiently, with confidence and competence.

Formulate and execute logistics strategy and maintaining an information-sharing environment for future reference relating to:

#### Logistics

- Strategically plan and manage logistics, warehouse, transportation, and customer services
- Direct, optimize and coordinate full order cycle.
- Liaise and negotiate with suppliers, manufacturers, retailers, and consumers.

- Keep track of quality, quantity, stock levels, delivery times, transport costs and efficiency
- Arrange warehouse and optimise shipments routes.
- Resolve any arising problems or complaints.
- Negotiating with vendors to obtain favorable pricing on products or services.
- Comply with laws, regulations, and ISO requirements.
- Reviewing customer requests for order changes or cancellations, then updating inventory levels based on customer demand.
- Tracking performance metrics such as order cycle times, error rates, and customer satisfaction rates to identify areas for improvement.
- Providing customer service support to other departments within the company such as marketing or human resources, to help ensure smooth operations.
- Supervise, coach and train warehouse workforce, to achieve best in class.
- Monitoring inventory levels to ensure that there is enough product available to meet demand without having excess inventory that could be damaged or become outdated.
- Coordinating with vendors to place orders for products or materials needed by the company.
- Meet cost, productivity, accuracy, and timeliness targets.
- Ensuring that all customer orders are shipped on time according to company policies and procedures.
- Maintain metrics and analyze data to assess performance and implement improvements.
- Ensuring that customer orders are accurately fulfilled by processing orders through computer systems, communicating with warehouse staff, or arranging for shipping services if necessary.

#### **Process and Performance Management**

- Contribute to the continuous improvement of the daily/weekly/monthly routines within the cross-functional Operational team (Marketing, Sales, reg. Supply/Demand Planning, and Japan Logistics) to optimize end to end supply chain performance, service to customer and customer experience in alignment with reg. and global peers.
- Drive performance improvement through KPI management (Warehouse Inventory Accuracy, OTIF, Warehouse and Shipping cost reports, customer cost to serve report...).

#### **Other**

- Establish operations procedures plus team and individual member objectives, monitor and review
- Business Recovery Plan – Ensure a plan exists in local country.
- Sarbanes-Oxley Control – Making sure daily Operations Flow is in line with SOX
- Review and Writing up Procedure and Operations Flow
- Taking up any ad hoc assignments

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#### **スキル・資格**

- Minimum 7 yrs related experience in an Operations or Supply Chain role within a multi-sku manufacturing/retail/consumer company
- 3 yrs managerial/ supervisory experience
- University Degree from relevant disciplines
- Professional Logistics/ operations certifications preferred

#### **Work Effectiveness & Adaptability:**

- Excellent spoken and written English
- Able to work under pressure effectively to meet deadlines through and with others
- Good PC skills: Excel Spreadsheets, Word, Power Point
- Advanced knowledge of computerized logistics/supply chain systems and reporting methodology
- Preferably knowledge of SAP B1 system
- Positive in the face of business changes that impact their work and procedures – remains flexible and takes prompt action.
- Comfortable solving new or unfamiliar problems.
- Implements high standards of quality and accuracy.
- Strong organisational and administrative skills
- Strong attention to detail and focused on effective execution.

#### **Business Understanding:**

- Sound commercial acumen can interpret and explain complex statistical information.
- Thinks and operates in a global context.
- Good understanding of product, brand building, internal process, and market / customer environment

#### **Problem Analysis & Decision Making:**

- Sound analytical and numerical skills
- Identifies and multiple and varied solutions to problems/issues and supports own decision with logical explanation.

#### **Interpersonal effectiveness & Teamwork:**

- Collaborative approach to solving problems creatively.
- Strong and effective communication and interpersonal skills, both verbal and written at all levels
- Strong team management skills

