



## Logistics Assistant Manager

### 募集職種

#### 人材紹介会社

Cornerstone Recruitment Japan 株式会社

#### 採用企業名

Global Outdoor Apparel Company

#### 求人ID

1542007

#### 部署名

Logistics

#### 業種

その他（流通・小売・物流）

#### 会社の種類

中小企業（従業員300名以下） - 外資系企業

#### 外国人の割合

外国人 少数

#### 雇用形態

正社員

#### 勤務地

東京都 23区

#### 給与

400万円 ~ 800万円

#### 更新日

2025年12月30日 16:00

### 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

ビジネス会話レベル

#### 日本語レベル

ネイティブ

#### 最終学歴

短大卒：準学士号

#### 現在のビザ

日本での就労許可が必要です

### 募集要項

#### Responsibilities / Duties（主な職務）

- Import process management Plan and manage oversee inbound shipments. Coordinate and communicate with Swiss HQ, forwarder, customs dealer and 3PL.
- Improve profitability of duty As a part of import process, there are still room to improve import duty such as TPP / EU – JP EPA etc.
- Inbound and stock management at 3PL Appropriate stock management and inbound control at 3PL is required.

- Optimize delivery schedule To distribute the right product at the right time, communicate to relevant team (Swiss HQ, internal sales team etc.) and execute a delivery plan.

**Key requirements / Minimum qualifications**

- Over 5 years' experience in logistics either in the position of business side or logistics service provider side.
- Experience in the Outdoor / apparel industry a plus
- Experience and knowledge in ERP / WMS
- 3PL management experience is a plus
- Analytical and problem-solving skills
- Organizational, planning and forecasting skills
- Excellent interpersonal and communication skills to deal with partners at all levels, both internal and external
- Motivated, team player and self-starter with a can-do attitude
- Results oriented and able to multi-task in a fast-paced environment.
- Able to work independently and make decisions under limited direction.

**Personal**

- Professional attitude
- Problem-solving oriented
- Good communicator, integrative and team player
- Strategic and logical thinking
- Highly organized and detail-oriented
- Integrity

**Software**

- Microsoft Office Word, Excel及び PowerPoint（中級）、TEAMS（業務使用経験）必須
- Business English level (read/write)

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会社説明