



PR/109730 | Assistant Manager- Dispatch

募集職種

人材紹介会社

ジェイエイシーリクルートメントインド

求人ID

1559898

業種

自動車・自動車部品

雇用形態

正社員

勤務地

インド

給与

経験考慮の上、応相談

更新日

2025年09月30日 10:40

応募必要条件

キャリアレベル

中途経験者レベル

英語レベル

無し

日本語レベル

無し

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Introduction:

We are seeking a dynamic and experienced professional to join our Supply Chain Management team as an **Assistant Manager – Dispatch Section**. This newly created role is critical to supporting our growing sales operations and ensuring seamless dispatch documentation and coordination. The ideal candidate will bring deep expertise in dispatch processes within the automobile industry and demonstrate strong leadership and analytical skills to drive operational excellence.

Qualifications:

- **Essential:** Graduate
- **Desirable:** Not specified

Experience Requirements:

- **Years of Experience:** 7–10 years
- **Industry Preference:** Automobile Industry
- **Special Experience/Knowledge:**
 - Hands-on experience with customer portals and invoicing for:
 - Suzuki (MSIL/SMG)
 - Honda (HMI)

- Kia
- Force Motors (FML)

Reason for Requirement:

- Currently, only one resource is handling dispatch documentation.
- Existing manpower is insufficient to meet management expectations.
- Increased workload due to rising sales volume.

Key Responsibilities:

- Prepare customer-wise invoices (MSIL/SMG/HMI/KIA/FML).
- Coordinate with logistics partners and customers for supply-related matters.
- Conduct Why-Why Analysis for process improvement.
- Register customer complaints and prepare action plans.
- Supervise team, assess workload, and manage manpower.
- Implement FIFO, control WIP and rejection rates.
- Coordinate daily tasks with internal departments (QA, Production, Sales & Marketing, Engineering).
- Monitor stock against demand and verify system vs. physical inventory.
- Maintain and update customer dashboards.

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.

Privacy Policy Link: <https://www.jac-recruitment.in/privacy-policy>

Terms and Conditions Link: <https://www.jac-recruitment.in/terms-of-use>

会社説明