



## PR/087030 | Distribution Planner I

## 募集職種

人材紹介会社  
JAC Recruitment USA

求人ID  
1565059

業種  
その他（メーカー）

雇用形態  
正社員

勤務地  
アメリカ合衆国

給与  
経験考慮の上、応相談

更新日  
2025年11月25日 15:00

## 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

## POSITION SUMMARY

The Distribution Planner I supports logistics operations by managing inventory allocation, tracking shipments, and processing orders. The role requires attention to detail, clear communication, and the ability to handle multiple tasks efficiently.

## RESPONSIBILITIES

- Manage outbound orders and incoming shipments, ensuring timely delivery and accurate documentation
- Handle allocation processes for limited inventory, maintaining spreadsheets and coordinating with internal teams
- Process urgent customer requests, claims for damaged/lost goods, and support cross-dock/in-bond documentation
- Coordinate excess stock transfers between subsidiaries, including PO issuance and shipment tracking
- Prepare quotations, forecasts, and annual pricing files for customers and suppliers

## QUALIFICATIONS

- Bachelor's degree in business or equivalent work experience required
- Strong attention to detail and ability to manage multiple tasks simultaneously
- Proficiency in SAP (especially R/3), Microsoft Excel, Word, and order entry systems
- Effective written and verbal communication skills for internal and external coordination
- Familiarity with import logistics, procurement, inventory management, and customer service is a plus
- Ability to work professionally with customers, sales teams, and logistics partners

LOCATION San Diego, CA (Hybrid)

EMPLOYMENT TYPE Full-Time

SALARY USD50,000-55,000

#LI-JACUS #LI-US #countryUS

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会社説明