



PR/159917 | Supply Chain Executive

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マレーシア

求人ID

1568970

業種

小売

雇用形態

正社員

勤務地

マレーシア

給与

経験考慮の上、応相談

更新日

2025年12月16日 10:10

応募必要条件

職務経験

1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

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

Company and Job Overview

A leading FMCG company based in Subang Jaya, Selangor is hiring for Supply Chain Executive. This position plays a key part in supporting the Supply Chain department, focusing on the import and export of their products. The successful candidate will assist in ensuring smooth logistics operations, compliance with international trade regulations, and timely delivery of goods to meet customer demands.

Job Responsibilities

- Manage end-to-end export and import processes, including documentation, scheduling, and compliance for both international and domestic shipments.
- Prepare and verify shipping documents such as invoices, packing lists, certificates of origin, permits, and customs forms to ensure accuracy and regulatory compliance.
- Coordinate with stakeholders—freight forwarders, shipping lines, suppliers, warehouses, and customs brokers—to ensure timely shipment and clearance.
- Monitor shipment performance and costs, track ETD/ETA, and maintain accurate records for audits and customs reference.

- Collaborate with internal teams and external partners to resolve issues related to shipping, documentation, and payment processes.

Job Requirements

- Strong understanding of international trade practices, including documentation, INCOTERMS, customs procedures, and HS code classification.
- Proficient in export/import systems and tools such as DagangNet, EPCO, shipping portals, and experienced in working with freight forwarders.
- Excellent organizational and communication skills, able to manage multiple shipments and collaborate effectively with internal teams and external partners.
- Technical proficiency in Excel, ERP systems, and shipment tracking, with attention to detail and accuracy in documentation.
- Educational and professional background: Diploma/Degree in Supply Chain, Logistics, or related field, with 2–3 years' experience in FMCG or manufacturing; knowledge of food/beverage export regulations is an advantage.
- To be considered for this role, the relevant rights to work in Malaysia are required. Candidates who require work pass need not apply.

#LI-JACMY

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会社説明