



PR/124047 | PPC Staff

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ネシア

求人ID

1612846

業種

その他（メーカー）

雇用形態

正社員

勤務地

インドネシア

給与

経験考慮の上、応相談

更新日

2026年09月15日 10:49

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

Our client, a Japanese manufacturing company, is looking for a PPC Staff to support production-related data management and reporting activities.

Key Responsibilities

- Compile and manage production-related data
- Prepare regular production reports using Microsoft Excel
- Monitor and maintain production planning and control data
- Analyze and organize manufacturing data for internal reporting
- Coordinate with production and related departments regarding data updates
- Support other PPC administrative and reporting activities

Requirements

- Diploma or Bachelor's degree in any relevant field
- Minimum 1.5–2 years of experience in PPC, Production Control, Production Administration, or related roles
- Experience in automotive and/or electronics manufacturing companies is required
- Strong Microsoft Excel skills are essential; able to use VLOOKUP, SUMIF, Pivot Table, and other Excel functions
- confidently
- Good numerical and data management skills

Detail-oriented and comfortable handling production data
Good communication and coordination skills

#LI-JACID

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会社説明