

PR/110911 | Logistics & 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 インド

求人ID
1621780

業種
その他（商社）

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
2026年11月10日 11:21

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
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

Job Description – Logistics & Supply Chain Executive

Job Summary

We are looking for an experienced Logistics & Supply Chain Executive to manage customer orders, demand planning, procurement, inventory, import shipments, warehouse coordination, and customer dispatches.

Key Responsibilities

- Prepare and place Purchase Orders (POs) with overseas suppliers and follow up on production and delivery schedules.
- Coordinate with overseas suppliers, freight forwarders, and internal teams for import shipments.
- Handle import documentation, checklist approvals, customs clearance, and duty payment coordination.
- Ensure timely material inward and warehouse availability.

- Plan and coordinate with customer related to dispatches and firm and forecast orders as per delivery schedules.
- Coordinating with customers, including material readiness, pickup coordination, and documentation.
- Maintain sales orders, POs, inventory, invoicing, and customer ledgers using Tally ERP.
- Monitor the complete Order-to-Delivery cycle from customer forecast to final dispatch.

Prepare MIS reports related to orders, inventory, shipments, and dispatches.

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.

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

会社説明