

## Job Detail

Staff Level

Position Title	Support operations for base operation management
Recruiter Company	ICONIC Co., Ltd.
Company Name	Company name is private
Activated / Updated	2024-03-19 / 2024-03-19
Job Type	Medical/Pharmaceutical/Bio/Fabric/Food - QA/QC Medical/Pharmaceutical/Bio/Fabric/Food - Manufacturing Technology/Manufacturing Management
Industry	Fashion/Apparel/Accessory
Location	Asia Viet Nam Asia Indonesia Asia Bangladesh
Job Description	<p>&lt;Business management&gt; Quality control and progress management of ordered inspections and inspections Reporting and smooth communication with factories and business partners</p> <p>&lt;Sales/consulting services&gt; Proposal sales of inspection/inspection work Proposal sales to improve product quality</p> <p>&lt;Human resource development operations&gt; Guidance and training of locally hired employees *Business etiquette, inspection/inspection techniques, ability to propose improvements</p> <p>&lt;Business management&gt; Budget formulation, management, and reporting work *You will assist while learning the above-mentioned "operation management work of overseas bases"</p>
Company Info	<p>We are an international company established in 2008 that mainly handles product inspection services.</p> <p>BPO (Business Process Outsourcing) services are provided by skilled staff dispatched from PQC at our own centers or partner factories in ASEAN, Bangladesh, Turkey, and India. Although our main business is product inspection, we always identify customer issues from a holistic perspective, standardize operations, review operational flows, and optimize business processes to maintain and improve quality and reduce operating costs. .</p>
Qualifications	<ul style="list-style-type: none"> <li>• English skills (used for communication with in-house administrative staff) <ul style="list-style-type: none"> <li>↳ Even if you are not good at English, you can consider it if you have a desire to study in the future.</li> </ul> </li> <li>• PC skills: Excel, Word, PowerPoint, intermediate level</li> <li>• Those who have a strong desire for growth and knowledge, and are willing to learn new things. <ul style="list-style-type: none"> <li>↳ There is a lot to remember in the course of work, and it is difficult to adapt easily if you have no experience.</li> </ul> </li> <li>• People who are not particular about their work location (we have offices all over the world, and there is ample possibility of being transferred to another country)</li> </ul>
English Level	Daily Conversation Level (TOEIC 475-730)
Japanese Level	Native Level
Salary	USD - US Dollar USD 25K - USD 35K