

ADAS Sales Administrator

Your tasks

1.Sales Planning

Customer forecast checking and data maintenance(CDP,SPOT,Price)
Internal alignment (VRM attendance, Sales managers, PM, COD, Plants, Global Sales)
Data analysis and preparing a graph as needed.

2.Prototype Handling :

Receiving customer orders & Issue PO to plant
Coordinating stakeholders(PM, Technical Lead, COD, supplier, customer)
Preparing shipping documents
Packing and shipping

3. Sales-related tasks

Customer window of sales admin task
Account Receivable & Reimbursement Management
Booking in SAP
Check & Data entry for Customer Portal Site

Your profile

Automotive current employees will be given preference in the candidate selection due to current hiring restrictions.

Language:

Japanese: Native level
English: Basic-Fluent level (Meetings, Mails, TeamsChat)

Skill:

Sales Administration or any back office operation in sales team experience
Basic PC skills (especially Excel)

Nice to have :

SAP system operation
Internal Operation process flow
Experience of working in international team

Others:

Leadership experience is not required but need to have ownership and self-starter.
Well-Organized and detail-oriented
A collaborative team player who enjoys supporting others

Our offer

コンチネンタルは世界的な自動車部品サプライヤーとして、世界58ヵ国で事業展開をしています。自動運転、電動化、コネクティビティと



Job ID
REF81959J

Field of work
Marketing and Sales

Location
Yokohama

Leadership level
Leading Self

Job flexibility
Hybrid Job

Legal Entity
Continental Autonomous Mobility Japan K.K.

いった自動車産業のメガトレンドすべての発展に取り組み、モビリティの未来に必要なソリューションを提供していくことにより、お客さまのよきパートナーであることを目指しています。

日本においては、日清紡との合弁会社として2000年にコンチネンタル・ジャパンが設立されました。2007年には、現在の横浜市に本社機能およびコンチネンタル・エンジニアリング・センターを開設し、日本のお客さまへ向けた開発、技術・製品をご提供しています。日本の道路環境や交通事情に応じた最適なソリューションをご提供するため、専用車両を用いてさまざまな検証を行っています。

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About us

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2020, Continental generated sales of €37.7 billion and currently employs more than 192,000 people in 58 countries and markets. On October 8, 2021, the company celebrated its 150th anniversary.