

Air Operation Staff

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Job Information

Recruiter

Michael Page

Job ID

1474883

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

August 16th, 2024 00:00

General Requirements

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

The role will manage import/export operations for air cargo, manage flight reservations for export cargo, arrangements for collection, customs clearance, etc. The role will also liaison with domestic customers, and contact with overseas branches and agents.

Client Details

The company is a leading logistics service provider with global operations. With over 30,000 employees across 1,120 sites, the company provides solutions for a wide variety of different sectors to complete supply chain including multimodal transport operations, warehousing, customs clearance as well as innovative value-added services.

Description

- Import/export operations for air cargo
- Arrival guidance for import cargo and arrangements for customs clearance, delivery, etc.
- Flight reservations for export cargo, arrangements for collection, customs clearance, etc.
- Liaison with domestic customers

- Contact with overseas branches and agents
- Correspondence work
- Data entry, invoice creation, payment arrangement, etc.

Job Offer

- Multiple career paths and with an international and diverse working environment
- Insurance
- Great work environment

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Maribeth Mockovak on +XX XXXX XXXX (NS phone number)

Required Skills

- Those with experience in trade/international logistics/forwarder operations
 - Those with experience in air cargo operations and customer service at forwarders are welcome.
 - Basic PC operations (Excel, Word, Outlook)
 - English proficiency at a level that allows you to exchange emails in simple English
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Company Description

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