



PR/094411 | [Logistics] Import Export Executive

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1513598

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

December 24th, 2024 12:45

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company and Job Overview

The company that specializes in Logistics

Job Responsibilities

- Receive and check customers' import and export documents for Customs declaration through Ecuss software;
- Prepare relevant import & export documents, CO procedures;
- Monitor Customer's import and export data;
- Check HS Code, advise on customs procedures for import and export of special goods for customers and the Sales department;
- Support other departments in clearing customs for shipments, such as licenses, taxes, and procedures to resolve accompanying problems.
- Make detailed and accurate customs declarations.
- Handle work before, during, and after import and export customs clearance.
- Perform other tasks assigned by superiors.
- Have experience in handling customs procedures for EPE/export manufacturing enterprises.

Job Requirements

- At least 2 years experience in Custom Clearance and making C/O.

- Understand the legal regulations on customs declaration, and import and export permits.
 - University/College graduation with a major in Foreign Trade/Economic/Import - Export degree or relevant.
 - Use Microsoft Office, E-mail, and the Internet proficiently.
 - Be active, can work independently & in a team; work overtime when necessary.
 - Diligent attention to detail and ability to work under pressure.
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Company Description