



PR/094726 | SHIPPING COORDINATOR - Senior role

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シンガポール

求人ID

1521615

業種

物流・倉庫

雇用形態

正社員

勤務地

シンガポール

給与

経験考慮の上、応相談

更新日

2025年03月25日 02:00

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

ビジネス会話レベル

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

Our client, who operates distribution business and others is now looking for an experienced shipping coordinator to support their distribution process.

JOB RESPONSIBILITIES

You will be responsible with followings,

- Import / Export coordination
- Customer Service
- Import / Export permit
- Day to day Ocean and Road Freight operations shipment planning consists of LCL, FCL, Breakbulk, RORO etc
- Handling Import and Export shipments & documentation from A to Z
- Troubleshooting and attending to customer complaints / disputes
- Troubleshooting and attending to ministry / official authority
- To obtain pricing and generate complete / competitive quotation base on customer's requirements
- Monitor billing and ensure timely invoicing
- Involvement in ad-hoc duties and assignments may be required from time to time

JOB REQUIREMENTS

- Proficient in MS Office especially Excel
- Passed Customs Competency Test for Declarants
- Min 3 years of relevant working experience

OTHER INFORMATIONS

Working days: Monday - Friday

Working Hours: 0830 - 1730 * Planning to inbuild flexible working hours soon

Salary Range: 4,000 - 5,000SGD

Transportation reimbursement and overtime payment

AL: 1st year – 10 days, 2nd to 5th year – 14 days, 6th year onwards – 21 days

WFH – Prior Application

No. of Interview: 1 (Max 2)

KEY SELLING POINT

Able to receive more AL for people contributing to company longer

Compact and warm working environment as less than 10 headcounts in the company

We regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

Apply online or feel free to contact us directly for more information about this opportunity.

JAC Recruitment

1 Raffles Place #42-01, One Raffles Place, Tower 1, Singapore 048616

Tel: 6411 0377

EA Licence No: 90C3026

EA Personnel : R23117850

EA Personnel Name: Nakamura Yuta

#LI-JACSG

#countrysingapore

会社説明