

Sr. Imports & Exports Logistics Executive

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Company: Zen Technologies Limited

Location: Hyderabad

Category: other-general

Job Description

Job description:

We are seeking an experienced Import & Export Logistics Executive to join our team. The ideal candidate will have in-depth knowledge of transportation, import and export documentation, customs clearance, and shipment processes. You will be responsible for arranging transportation, ensuring timely delivery to client locations, and managing customs procedures. Additionally, you should possess knowledge of custom tariff headings, INCOTERMS (International Commercial Terms), and customs duty calculations.

Responsibilities:

- Ø Coordinate transportation arrangements for import and export shipments.
- Ø Schedule and track vehicles to ensure timely delivery to client locations.
- Ø Manage import and export documentation, ensuring compliance with relevant regulations.
- Ø Oversee customs clearance processes and ensure all necessary documentation is provided.
- Ø Maintain knowledge of transportation and shipment processes, including best practices and regulations.
- Ø Familiarity with custom tariff headings and their application.
- Ø Understanding of INCOTERMS and their implications on import/export transactions.
- Ø Calculate customs duties and ensure accurate duty payment.

Location:

B-42 Industrial Estate, Sanath Nagar, Hyderabad, Telangana 500018

Requirements

Experience:

Ø 5-10 years of experience in import and export logistics.

Qualification:

Ø Strong knowledge of transportation procedures and best practices.

Ø Familiarity with import and export documentation requirements.

Ø Proficient in customs clearance processes.

Ø Understanding of custom tariff headings and duty calculations.

Ø Knowledge of INCOTERMS and their application.

Ø Excellent organizational and time management skills.

Ø Strong attention to detail.

Ø Effective communication and interpersonal skills.

Ø Ability to work independently and collaboratively in a team environment.

Ø Bachelor's degree in any field.

Requirements

1. Custom Clearance 2. coordinating with Freight Forwarders 3. CHA 4. DGFT 5. Import & Export Documentation

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