



## Graduate Trainee Shipping Operation

### Job description

Responsible in maintaining inbound & outbound shipment tracker.

In your new role you will:

- Responsible in maintaining inbound & outbound shipment tracker.
- Assist in maintaining accurate Shipping/Customs reports.
- Prepare daily customs approval application and monitor for approval.
- Liaising with Logistics Service Providers on any customs matters.
- Responsible to check & verify freight billing invoices.
- Performs other duties as required.

### Profile

You are best equipped for this task if you have:

- Diploma in Logistics/ Supply Chain Management.
- CGPA: 3:00 and above.
- Possess strong analytical skill and good attention to details.
- Possess strong problem-solving skills.
- Proficient in MS-Office application and other data tool(s).
- Good interpersonal and communication skill – able to interact with all level of stakeholders.
- Excellent team player/ pro-active, take initiative and willing to take responsibilities.
- Agile and able to perform under fast paced/ challenging environment.

### Benefits

- **Kulim:** Möglichkeit für Coaching, Mentoring & Netzwerken; Trainingsangebot & strukturierte Entwicklungsplanung; Möglichkeit zur internationalen Entsendung; Verschiedene Karrierepfade: Project Management, Technical Ladder, Management & Individual Contributor; Flexible Arbeitszeit: Vertrauensgleitzeit; Ferienbetreuung; Medizinische Absicherung; Sozialberatung & Betriebsarzt; Gesundheits- & Vorsorgeprogramme; Fitness-Studio und Außensportanlagen mit Beachvolleyball, Tennis, Fußball und Laufparcours; Kantine; Versicherungsangebot zu attraktiven Konditionen; Offenheit für flexiblen Übergang in die Altersrente

### At a glance

Location: **Kulim (Malaysia)**  
Job ID: **350631**  
Start date: **as soon as possible**  
Entry level: **0-1 year**  
Type: **Part time**  
Contract: **Temporary**

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