



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:** Coaching, mentoring networking possibilities; Wide range of training offers & planning of career development; International assignments; Different career paths: Project Management, Technical Ladder, Management & Individual Contributor; Flexible working conditions; Holiday child care; Medical coverage; On-site social counselling and works doctor; Health promotion programs; On-site gym, jogging paths, beachvolleyball, tennis & soccer court; On-site canteen; Private insurance offers; Flexible transition into retirement

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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