



Job Opportunity for Import and Export Manager in Leamchabang, Thailand (Job ID 2803)

Our Client:

Our Client is a leading international organization well advanced in the technology "know-how" on pre-fabrication of building components and has expertise in Building Envelopes. With over 125 years aggregated experience in executing diverse building projects, Our client is actively participating in the highly developed building industries of Europe, Australia, Asia and recently in the U.S.; with eighteen fully equipped assembly plants, research/testing facilities (Italy, Netherlands, Singapore, Australia).

Responsibilities

- Accountable for administer the efficient and economical movement of Materials, Products, Machines and Equipment across international borders in accordance with organizational policies and compliance with relevant local and international customs laws and processes
- Prepare, review, approve and maintain files for import/export documents e.g. Customs declarations, Purchase Order, Packing List, Commercial Invoice, Bill of Lading, Airway Bill, Import Certificate, etc. required for lawful completion of import/export activities
- Ensure that commercial and sales invoices are accurate in accordance with physical shipment and customer's shippers letter of instruction, quantities, value of goods, country of origin and other regulatory requirements
- Serve as import/export liaison for international customers, distribution, procurement, planning, manufacturing, finance, regulatory and import/export compliance function
- Monitor import/export and all domestics shipment including operational packing process in accordance with Planning and Delivery schedule
- Manage and provide recommendation to control cost of freight, shipping, container, transportation, refund import duties, etc.
- Control import/export tariff code for Entry
- Organize delivery schedule for import shipment and shipping schedule, booking container for export shipment
- Ensure that any change to Packing operating procedures, prioritization or any problem must be documented and communicated accurately
- Prepare reports for all relevant import/export shipment and import duty refund reports
- Participate, liaise, negotiate and coordinate with Freight forwarder, Shipping companies and Suppliers and effectively troubleshoot any issues that may arise in domestics or international transportation
- Liaise with Government parties e.g. Customs, BOI, Department of Foreign Trade, etc. in any related issue

Qualifications

- Years of Relevant Experience: 10 years in Logistics and Import & Export, BOI related field
- Years of Staff Management Experience: 3-5 years in Middle Management level
- Glasses, Aluminium, Curtain Wall or Façade Manufacturing/Construction Business is preferred
- Bachelor's Degree or Higher in Supply Chain Management, Logistics, Maritime, MBA or any related field
- Strong knowledge in Import-Export, Customs, 19 BIS, BOI, Free-Zone, FTA, Warehouse & Transportation Management

Technical Skills

- MS Office (Word, Excel and PowerPoint)
- Internet using
- SAP Programs will be a plus
- Language: Thai-English

Working Terms & Conditions:

- Work Location: T-PARK2, LaemChabang, Sriracha Chonburi
- Working days/Hours: 5 working days from 08.00-18.30 hr.
- Provident Fund 7.5%, Group Health Insurance, Food Allowance, Long service year reward
- Bonus Scheme: Fix bonus 1 month, incentive bonus depends

Interested send your CV to paul@omni-interconsult.com, or visit www.omni-interconsult.com