



JAC Recruitment

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India



PR/109274 | Export and Import Executive

Job Information

Recruiter[JAC Recruitment India](#)**Job ID**

1536269

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

April 30th, 2025 15:49

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Position Responsibilities:

- Prepare and process various types of export and import documents, including internal data preparations.
- Coordinate with customs brokers to ensure smooth clearance of goods at ports.
- Ensure timely submission of documents for customs clearance, including pre-shipment and post-shipment documentation.
- Maintain accurate records of all transactions related to imports and exports.
- Ensure compliance with export/import regulations.

Company Description