



JAC Recruitment

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Indonesia

PR/122900 | Exim Executive

Job Information

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

1541719

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

June 3rd, 2025 05:00

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

Requirements:

- Education: Bachelor's degree Any Major
- Experienced min 4 years
- Strong knowledge of customs clearance and export-import (EXIM) regulations
- Understanding of the EXIM process flow and documentation
- Experience in managing RFQs and verifying EXIM rates
- Proficiency in handling Masterlist & PI Steel, including monitoring and managing quota cut-offs at customs
- Ability to obtain and manage EXIM permits from relevant ministries

- Good relationships with key government officials (BKPM, Ministry of Trade & Industry)
- Expertise in determining and classifying HS Codes

Job Descriptions:

- Manage and coordinate import and export activities.
- Ensure compliance with international trade regulations and policies.
- Handle documentation related to import/export shipments.
- Coordinate with shipping agencies, customs brokers, and freight forwarders.
- Monitor and track shipments to ensure timely delivery.
- Negotiate and manage contracts with vendors and service providers.
- Resolve any issues related to customs clearance or shipment delays.
- Prepare and analyze reports on import/export activities and performance.
- Maintain accurate records of shipments and related documentation.

Company Description