



PR/109442 | Sr. Executive - Import / Export

Job Information

Recruiter

JAC Recruitment India

Job ID

1548732

Industry

Other (Trade)

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

September 2nd, 2025 01:00

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

Job Description:

Job Title: Sr. Executive - Import/Export

Job Location: Pune

Educational Requirements: Bachelor's or master's in international business, Supply Chain Management, Logistics, or related field.

Roles & Responsibilities:

- Manage & oversee import & export activities, ensuring adherence to regulations (customs, DGFT, shipping, etc.).
- Handle complete documentation including Bill of Lading, Commercial Invoices, Packing Lists, Certificates of Origin, etc.

- Coordinate with freight forwarders, customs brokers, and regulatory bodies for timely clearance of goods.
- Negotiate with shipping lines, freight forwarders, and other service providers for cost-effective solutions.
- Collaborate with Internal teams (Procurement, Finance, Warehouse) to ensure smooth flow of goods and documentation.

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Company Description