



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 16th, 2025 20:00

General Requirements

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

None

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.

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

Privacy Policy Link: <https://www.jac-recruitment.in/privacy-policy>

Terms and Conditions Link: <https://www.jac-recruitment.in/terms-of-use>

Company Description