



JAC Recruitment

We are recruitment specialists around the globe

Indonesia

## PR/122900 | Exim Executive

### Job Information

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

1549642

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Indonesia

**Salary**

Negotiable, based on experience

**Refreshed**

July 8th, 2025 17:21

### 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.

**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.co.id/privacy-policy>

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

---

#### Company Description