



PR/096114 | Ocean Freight Officer

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1563214

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

October 28th, 2025 10:34

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

COMPANY OVERVIEW

Our client is a globally trusted logistics leader, offering seamless end-to-end solutions across 49 countries. With decades of expertise and a commitment to innovation, they specialize in air and sea freight, warehousing, and distribution, ensuring goods are moved with speed, care, and precision.

JOB RESPONSIBILITIES

We're looking for a motivated and detail-oriented individual to join our logistics operations team. This role offers valuable hands-on experience in a dynamic and fast-paced environment, supporting freight coordination and client service.

- Freight Coordination: Arrange bookings with carriers and suppliers.
- Shipment Monitoring: Track deliveries and keep clients informed of progress.
- Documentation Support: Handle Bills of Lading, invoices, and customs paperwork.
- Customer Service: Address inquiries and provide timely operational updates.

- System Updates: Input and maintain accurate shipment data.

JOB REQUIREMENTS

- Minimum GCE 'O' Level qualification.
- Strong communication and interpersonal skills.
- Able to work under pressure and meet tight deadlines.
- Analytical, collaborative, and a team player.
- Self-driven and capable of working independently.

Working Location: Singapore

Ng Siew Thien (R22107842)

JAC Recruitment Pte. Ltd. (90C3026)

#LI-JACSG

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Company Description