



## PR/095585 | Customs Specialist

### Job Information

**Recruiter**

JAC Recruitment Vietnam Co., Ltd

**Job ID**

1577525

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Vietnam

**Salary**

Negotiable, based on experience

**Refreshed**

June 2nd, 2026 08:00

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Daily Conversation

**Minimum Japanese Level**

None

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

#### Company and Job Overview

JAC's client is newly established factory based in Ho Nai, Dong Nai.

#### Job Responsibilities

Customs transactions & Compliance management:

- Monitor and process import/export activities
- Ensure customs declarations are completed accurately and on time
- Apply VN customs laws and maintain high compliance across all operations

- Translate and manage customs-related master data

Brokers & Invoicing management:

- Coordinate with brokers on product classification & clearance processes
- Track broker performance, support implementation, and validate invoicing
- Ensure timely payment processing and system updates for customs fees

BOM Modifications & Data Support:

- Support BOM changes and communicate with authorities when needed
- Maintain and update customs-relevant data for product and material records
- Assist with licenses, quotas, and other trade-related authorizations

Audit & Regulatory Support:

- Maintain GTS audit trails and prepare for internal/external audits
- Assist in regression testing, master data alignment, and system enhancements
- Provide guidance and answer customs-related questions from internal users in Vietnam

Job Requirements

- Degree in International trade, business or related
- 3-5 years' experience in import/export - preferably in Manufacturing companies
- Experience in Customs Finalization Report is a plus
- Experience in SAP system

**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.

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Company Description