



## PR/118095 | Cargo Agent

### 募集職種

#### 人材紹介会社

ジェイエイシーリクルートメントイギリス

#### 求人ID

1548415

#### 業種

旅行・観光

#### 雇用形態

正社員

#### 勤務地

イギリス

#### 給与

経験考慮の上、応相談

#### 更新日

2025年07月08日 16:39

### 応募必要条件

#### 職務経験

3年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

ビジネス会話レベル

#### 日本語レベル

ビジネス会話レベル

#### 最終学歴

短大卒：準学士号

#### 現在のビザ

日本での就労許可は必要ありません

### 募集要項

**A major oriental airline is looking for a cargo agent Job**

**Title:** Cargo Traffic Agent

**Salary:** £30,000-£34,000 (The higher salary will be offered to those who do not need training and are able to perform the role straight away.)

**Shift work:** 8 hours/day (5:00 - 21:00)

**Location:** Hounslow

**Contract:** 2-year fixed term contract with a potential to be extended

**Benefits:**

- 24 days of annual leave increasing to 25 days in the 2nd year of service (public holidays are given in addition to annual leave).
- Discounted private medical cover with Aviva
- Pension with Aviva
  
- Group Life cover
  
- Discounts on flights

**Key Responsibilities :** To provide good support to the cargo traffic staff, this will include;

- Import and/or Export document handling, Cargo spot data processing. Dealing with agent enquiries, following processes for damaged cargo, dangerous goods acceptance (after training)
- Complying with the cargo acceptance procedures which involve good communication to our customers and authorities (HMC) (DFT) etc., when required.
- Learning the key processes (Flight arrival handling and document distribution) of Import and/or Export Cargo management.
- Working as a team player with the business, and show flexibility when required to meet all aspect of flight operations.
- Working to deadlines and following set procedures in all aspects of preparing flights to enable safe operation. (weight management & dangerous goods compliance including segregation)
- Eventually to be trained to check acceptance of documents and freight for dangerous goods. Training level to category 6.
- Assisting and managing the uld system including monthly stock control and uld rotation.
- Accurate reporting for statistics purpose and account documents for Head Office and communication between shifts for flight handover.

**Other requirements:**

The jobholder may be required, from time to time, to carry out other duties provided, which are within the general level of responsibility of the duties set out above and within the abilities of the jobholder.

**Essential**

**(Experience & Knowledge):**

- Training on a OJT basis will be applied.
- Able to understand and follow manuals when required.
- Computer skills Excellent communication skills both written and spoken
- Able to provide flexibility in different rolls.

**(Business skills & Behaviour):**

- Team player Excellent communication skill in all areas
- Able to work under pressure Maintain focus on all aspects of work.
- Show initiative
- Looks to improve efficiency and quality of service
- Current full driving licence
- Criminal Record Check. (Airside Pass)

**Desirable (Education) :**

Educated to GCSE standard to a minimum level of 'C'

#LI-JACUK #NS

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会社説明