



PR/087105 | Import and Export Specialist (m / f / d)

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 ドイツ

求人ID

1549831

業種

その他（メーカー）

雇用形態

正社員

勤務地

ドイツ

給与

経験考慮の上、応相談

更新日

2025年08月06日 18:00

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

OVERVIEW

The leading manufacturer with global operations and international presence. Providing accurate portioning and mass measurement machines and solutions for industrial and consumer manufacturing. With the headquarters of EU in Germany, serving a wide range of services across the EMEA continents.

KEY REQUIREMENTS:

- Minimum 1 year of experience in import or export with customs operations proficiency
- Business level in German and English communication skills
- Able to work 100% onsite in Willich

JOB RESPONSIBILITIES:

- Oversee import and export operations, including the preparation of all necessary customs documentation for international shipments
- Classify goods according to current customs tariff regulations
- Manage customs permits for both import and export activities
- Ensure shipment and export clearance in compliance with customs regulations and agreed sales terms
- Handle national and international customer inquiries, prepare quotations, and follow up accordingly
- Procure spare parts from Japan and external suppliers as needed
- Coordinate material withdrawals from the warehouse, including all related processes
- Prepare outgoing invoices and compile export documentation
- Verify and process freight and customs import invoices
- Submit monthly INTRASTAT reports to the Federal Statistical Office

REQUIREMENTS:

- Proven professional experience in logistics and supply chain management
- A proactive approach with strong attention to detail
- Strong customer service orientation and a collaborative team spirit
- Friendly, professional demeanour with a high level of reliability
- Eligible to work in Germany

BENEFITS:

- Permanent full-time position (39 hours/week)
- A dynamic role in a growing, successful company with performance-based compensation
- 13th-month salary
- 30 days of annual leave
- Work in an international environment
- Supportive, team-oriented work culture with thorough onboarding
- Free on-site employee parking
- Capital-forming benefits
- Bicycle and e-bike leasing options
- Meal vouchers as a lunch allowance

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