

PR/120760 | Customer Service and Air Export Operations (Fully Remote Work)

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 タイランド

求人ID
1623416

業種
物流・倉庫

雇用形態
正社員

勤務地
タイ

給与
経験考慮の上、応相談

更新日
2026年11月17日 10:32

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
無し

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

Business Type: Logistics, International exports of highly regulated products
Location: Fully remote work
Working Hours: Monday-Friday

Job Descriptions:

- Serve as the main contact point for customers and overseas partners regarding export shipments from Thailand.
- Coordinate end-to-end export air-freight operations, including booking arrangements, shipment scheduling, cargo handover, and departure monitoring.
- Arrange cargo collections with suppliers, manufacturers, warehouses, and logistics partners across Thailand.
- Liaise with freight forwarders, airlines, customs brokers, and transport providers to ensure smooth shipment execution.

- Prepare and verify shipping documentation, including invoices, packing lists, permits, and export-related paperwork.
- Monitor shipment progress and provide timely status updates to customers and internal stakeholders.
- Coordinate customs clearance activities and ensure shipments comply with export regulations.
- Support handling of temperature-sensitive and regulated products in accordance with operational requirements.
- Maintain accurate shipment records and operational reports.
  Resolve shipment issues proactively and ensure a high level of customer satisfaction.
- Other tasks as assigned.

Qualifications:

- 3-5+ years of experience in Customer Service, Airfreight Export Operations, Freight Forwarding, Logistics Coordination, Import/Export, or Supply Chain Operations.
- Good understanding of export documentation and airfreight procedures.
- Experience coordinating shipments with freight forwarders, transport providers, or customs brokers.
- Strong communication and problem-solving skills.
- Proficient in Microsoft Office.
- Good command of both Thai and English.

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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会社説明