

International Logistics Manager (1): Exp: 5 years: Grad

DMI EXIM Limited is seeking an energetic individual for a full-time position as a logistics Manager for Canadian based company subsidiary in India. The ideal candidate is looking to be challenged, while learning about the business and gaining logistics experience in fast paced environment.

About us

DMI EXIM Limited is a leading trade organization based in Canada. Our company has deep relationships with many third-party suppliers either to facilitate the sale of their own products or for purchase and sale. We source products from around the globe and ship products to over 40 international markets. Know more about us at www.dmiexim.com

Primary Objectives:

- Should have complete knowledge on Imports, exports, and whole supply chain.
- Liaise with Onshore team and align on work responsibilities.
- Ability to lead a team of 4-5 employees to align priorities and take responsibility of managing expectations
Ensure execution of the shipments is done on time
Involve in monitoring the flow of goods including and not limited to following up with Freight forwarders and shipping lines.
- Interact with sellers and buyers on aligning timelines and deliveries
Ability to work well under pressure and meet tight timelines.
- Great written and verbal communication skills
- Self-motivated and strong team leader

Specific responsibilities:

- Handle complete shipment process of all exports and imports from different countries
- Keeping track of all the sales/purchase contracts, timely issuance of the contracts, follow up for signed contracts.
- Co-Ordinate with trans loaders for TA number, stuffing report, planning of stuffing and making sure that there are no demurrage/detention charges incurred in the process Inward entries for both imports and local purchase
- Invoicing handle local dispatches within India on time to meet customer satisfaction.
- Collection of Faulty parts from customer and return to plant on time
- Maintain all the documents and submit to concern department as and when required.
- Assist the finance department for submitting the export documents in the bank, following up with the buyer for timely release of documents, also coordinating with the accounts department by providing necessary documents for them to process payments to the suppliers.
- Making reports as per the management requirement
- The ability to work under pressure and meet deadlines

Qualification

1. Graduate in business/ logistics/sales
2. Minimum 5 year of experience in import-export/ logistics/ international business preferred
3. Previous experience in commodity trade will be an asset.