

Export Manager

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Company: First American Corporation Pvt Ltd.

Location: Gujranwala Division

Category: other-general

Export Manager First American Corporation Pvt Ltd., Pakistan As middle men, export managers plan and coordinate the international shipment of goods. During the course of the day, they may negotiate with a variety of people, such as shippers, agents and vendors, and are expected to have excellent customer service skills in dealing with customers. Monitoring the quality, quantity, cost and efficiency of the movement and storage of goods; coordinating and controlling the order cycle and associated information systems; analysing data to monitor performance and plan improvements and demand; allocating and managing staff resources according to changing needs; liaising and negotiating with customers and suppliers; developing business by gaining new contracts, analysing logistical problems and producing new solutions.

Job Specification In their accounting function, export managers may keep track of invoices and prepare reports to expedite the billing process. They may also have to ensure that shipments are in compliance with the laws and regulations governing the export industry.*

MS Office proficiency.* Bachelor's degree preferred.* Customer service experience.*

Familiarity with dispatch environment.* Strong negotiation and supervisory skills* Ability to supervise employees working shifts* Proven problem solving and decision making skills

Knowledge of downstream fuel supply chain a plus.* Excellent communication skills and interpersonal skills.* Process enforcement experience / process improvement and

redesign experience.* Three to five years of direct experience directly responsible for

managing teams and team dynamics.* Ability to establish and maintain effective working relationships with people within the company and with outside vendor* Demonstrated

knowledge and experience in contract development and management and inventory

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