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#### **Logistics Executive**

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Company: Treet Corporation

Location: Lahore

Category: other-general

About the job Logistics ExecutiveJob brief

We are looking for a Logistic Executive with excellent communication skills and leadership ability to align with team members for official task. Responsibilities

Collect relevant data from ERP and transport management systems.

Analyze data for KPI monitoring and improvement.

Act as a bridge between sales and warehouse for load management of orders.

To work with transporters to assign and provide vehicles for timely loading of orders.

Arrange feedback meetings with transporters.

Timely updating of all freight rate variations based on fuel price fluctuations into the ERP.

Verification of transporter bills.

Processing of transporter bills in ERP.

Ensuring accuracy and reliability of reported data.

Following up with finance for release of payments against allocated transporter bills Collaborate with internal customers from different entities and departments for process efficiency.

Maintain records of contracts, invoices, payment cheque receiving and other related documents. Requirements

Must have a Bachelor's Degree or higher from recognized University.

Must have 4 to 5 years of experience in relevant field.

Strong communication and presentation skills.#J-18808-Ljbffr

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