



Notice for Placement

Company Name:-Galaxy Surfactants Limited

Position:-Trainee/Junior Officer

Company Website:-galaxysurfactants.com

Work Location:-Mahape, Navi Mumbai.

Company Background / About Company:Multinational Company -One of the leading players in the world of Surfactants and Specialty Care Ingredients exclusively focused on catering to the Home and Personal Care Industry

Job Profile / Responsibilities: Exim profile-

- 1) All types of Online Applications under different (DGFT) schemes like Advance Authorization / DFIA, EPCG, RoDTEP etc.- Fulfilment of obligations and compliance
- 2) Monitoring BRCs & Shipping bills
- 3) Maintaining data on SAP / System.
- 4) Monthly Reports on different schemes
- 5) Monthly Schemes related Reconciliation with Accounts / Finance team etc.

Key Skills:Master in MS Office, Presentation knowledge, Goodcommunication, Learning competencies.Knowledge of customs procedure, Duties, HS Codes preferable.

Required Qualification: Graduation / Diploma / Certificate program in Export Import / PGP Foreign Trade Management – Commerce is more preferred.

Experience: 0-4 years

Other / Special Requirements: Age below 30 years.

Remuneration:depend on calibre of the candidate

Interested Candidates can send their resume on below mention email id at the earliest: -

Contact Person: -Snehal Ashtekar

Email id: Snehal.Ashtekar@galaxysurfactants.com

Contact no: -8976973689

Corporate Office: Rupa Solitaire, Ground Floor, Unit No. 8, MBP, Mahape, Navi Mumbai - 400710