

3-May-2024

Notice for Placement

Company Name:- **NK EXIM**

Position:- **Imports Documentation & Supply Chain Manager**

Company Website:- www.nkexim.com

Work Location:- **Andheri West, Mumbai**

Company Background / About Company: We are a small family owned company involved in the imports of a wide range of commodities ranging from agricultural commodities to paper and recyclable plastics from across the globe. The company has been in operation since the last 20 years and is extremely stable financially and resourcefully.

Job Profile / Responsibilities: To manage documentation, compliances and import procedure. To deal with customs clearance, domestic and international logistics, track shipments and take decisions related to supply chain logistics. Deal with foreign suppliers to track shipments & documentation. The job provides the ability to work across a diverse range of activities independently and take direct responsibility for their role of action.

Key Skills: Knowledge of Import & Export rules & frameworks. Good Communication skills in English & Hindi. Good Analytical ability and ability to understand business processes. Strong Knowledge of Spreadsheets and basic computer knowledge. Previous experience in the same trade would be an added advantage.

Required Qualification: Any Graduate and Export Import Management Diploma / Certificate program / Foreign Trade Management

Experience: 3 Years Minimum

Other / Special Requirements:

Remuneration: 4 to 6 Lakhs CTC depending on the qualifications and experience.

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

Contact Person: - Email id: - nikhil@nkexim.com Contact no: -+91-22-2639-3366

Corporate Office:

A-702 Versova Golden Sands, SVP Nagar, Andheri (West), Mumbai – 400053.