

United Arab Emirates Jobs Expertini®

Client Service Specialist

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Company: Crane Worldwide Logistics

Location: dubai

Category: other-general

The incumbent will be working as an Air/Ocean Import/Export Executive. S/he will process/execute documentation required for Air/Sea shipments and liaise with origin/destination, Ground Handling agents, Transfer vendors and consignees/shipper & to handle document work during daily operation. Responsible for updating system in order to meet our KPI. Proactive in providing quality client service. Responsible for quoting, routing, rating, monitoring, and coordinating international shipments (air/ocean import/export / GCC transport) from pick-up through to delivery. Maintains contact with clients, carriers and potential clients on a daily basis. Other duties as assigned.

Physical Requirement The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Job may require extended sitting or standing, use of standard office equipment.

Other Skills & Abilities Quality Focus Problem Solving Documentation Skills Resolving Conflict Ability to multi-task

Education Requirements Graduate 1-2 years' experience in freight forwarding operations and customer service. Professional certification may be required in some areas.

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

Qualifications Behaviors Required Detail Oriented

Detail Oriented: Capable of carrying out a given task with all details necessary to get the

task done well
Team Player Team Player: Works well as a member of a group
Motivations Required
Goal Completion Goal Completion: Inspired to perform well by the completion of tasks
Self-Starter: Inspired to perform without outside help
Education Required
High School or better.
Experience Required
2 years: 2 years: 1-2 years' experience in freight forwarding operations and customer service.

#J-18808-Ljbfrr

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