

Logistics Coordinator Jobs In Dubai | Maxus Coral

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Logistics Coordinator Jobs In Dubai | Maxus Coral

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Role consists of managing all logistics related tasks for us. You will work in a small team and report directly to the Director of Logistics. If you are a self-motivated individual who enjoys taking ownership of his/her work and the opportunity to manage our company's entire logistical process, we encourage you to apply.

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Responsibilities

Familiarity with Dubai Trade Portal

Proficient with Microsoft Excel (Familiar with Pivot Tables, Vlookups, HLookups, and other functions) & Microsoft Word

Ability to communicate in Hindi, Arabic (Preferred)

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Requirements

3-5 years experience in handling logistics related responsibilities

Experience working in DAFZA Mandatory (including use of E-Mirsal)

Experience with a Freight Forwarder or Consumer Electronics Retailer/Trader preferred

Comfortable with logistics related documentation such as clearance documents and air freight

handling and shipment (Import & Export)

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