

United Arab Emirates Jobs Expertini®

Shipping and Customs Officer

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Company: Oil And Gas Job Search Ltd

Location: abu dhabi

Category: other-general

Contribute in preparing specific procedures for Shipping, Customs and packing of goods. Contribute in preparing technical enquiry package for Shipping and Customs services Assist the Shipping and Customs Manager in planning the Shipping and Customs activities of both Project and Assets Material Once the SF generated from either PO/DO, TR, TO is assigned, review scope and documentation, prepare the Transport Plan and define the best means of transport according to goods weights and dims, best transit route/time, required schedule and actual costs. Where no TA could cover the scope of the transport or in specific circumstances (i.e. oversize/overweight materials, peculiar collection/destination locations, urgency etc.), with the authorization of the Shipping & Customs Manager, prepare through the transport instruction a dedicated PR to issue dedicated transport contract. Monitor the status of each shipment from goods collection up to actual completion, gather and check all shipping document duly signed and stamped to attest final receipt. Prepare the Service Entry Sheet in accordance with Transport Service Contract Documents Promptly notify Saipem Insurance department when the value of a shipment exceed the Corporate Insurance deductibles and when a damage occurs during transportation; Use SAP for the management of Shipping and Customs activities and ensure timely updatingJob RequirementsInternational transport laws and custom legislation Knowledge of rules and procedures governing the port activities (stevedores, port charges, terminal handling charges, packing inspection, documents related to port activities, such as delivery order, etc.). Knowledge of supply chain process (engineering, purchasing, production and fabrications, assembling, packing, transportation, clearing through customs, preservation and

installation).

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