

## CN\_Import and Export Specialist

### あなたの仕事内容

Ensure all imports and export for tire business, Maintaining correct shipment arrival dates in the system, prepare all kinds of importing related documents.

#### Imports and Export

- Document preparation for Customs clearance application.
- Coordinating payment processes of Customs Duty and VAT
- Payment preparation for intercompany accounts (Foreign currency)
- Points out special logistics requirements and needs of the market/region to adapt the changes needed (in alignment with the central Supply Chain Planner)

#### System maintenance

- Maintain filing system of all the related documents and track the status of the cargo from the departure up to the final destination
- Maintaining correct arrival dates of shipment into SAP system
- System development/improvement as requested

#### Label management

- Label tracking (order, stock and shortage...)
- KPI measurement and improvement for further action/plan
- Auto-labelling and RFID management (solution/operation follow-up)

#### Service provider monitoring

- Monthly payment check and payment request.
- KPI review and improvement for the service providers



ジョブID

**REF566820**

業務分野

アドミニストレーション&アシスタント

勤務地

**shanghai**

リーダーシップレベル

**Leading Self**

勤務に関する柔軟性

**Hybrid Job**

連絡先

**Millie Mi**

法的事項

**Continental Tires Co., Ltd.**

## Tire Tracking management

- Database tracking, collection and maintenance.
- Scan result vs database accuracy analysis and KPI measurement/adjustment
- EDI connection/further improvement as project requested

## Dashboard and data analyze

- Collect, clean and analyze large volumes of data from various sources, ensuring data accuracy and integrity
- Utilize data visualization tools to create intuitive dashboards and reports for internal teams
- Accrue and Budget estimation/calculation/setting/analysis on both of cost and service levels (review and action)

## Others

- Fulfill the tasks assigned by Department head when needed
- Place purchase order in CEOS
- Understand the warehouse and transportation process, assist the daily management of warehouse and transportation, such as: DOT maintenance, etc.

## あなたのプロフィール

Bachelor degree in logistics and trading are preferred

Import and export knowledge

SAP system familiarity and excel skill needed

Supply chain knowledge

## オファー

您愿意与我们共同驾驭未来吗？即刻填写在线申请吧！

## 会社概要

大陆集团专业开发前沿性技术与服务，以人和货物运输为着眼点，致力于打造可持续且可联动的交通方式。集团成立于 1871 年，作为一家科技企业，它负责为车辆、机器、交通及运输行业提供安全、高效、智能且经济实惠的解决方案。2022 年，大陆集团实现营收 394 亿欧元，目前在全球 57 个国家和市场地区雇用约 20 万名员工。轮胎子集团凭借其为汽车、卡车、公共汽车、两轮和特种轮胎领域打造

的优质产品组合，已成为创新型轮胎技术解决方案的代名词。集团以轮胎与促进可持续发展为着眼点，相应推出了多款智能型产品和服务。针对专业经销商和车队管理商，轮胎子集团在其他服务的基础上，为之打造了数字轮胎监控和轮胎管理系统，从而在保持车队机动性的同时，亦提高了车队效率。凭借其轮胎业务，大陆集团为实现安全、高效以及环保的交通方式做出了重要贡献。