

COD Specialist (Customer Order Desking Specialist)

Feladatok

1) Planning:

- Arrange and Ensures orders and production capacity are inline and optimized with intercompany
- Performs all tasks directly involved in preparation for production, taking account of the order situation, production capabilities, stock levels, production backlogs, delivery backlogs, procurement situation and to meet customers' demand.
- Co-ordinate with all parties and manage to purchase and import goods from intercompany distribute to local customers following sales plans with maximum effectiveness by minimum cost.
- Minimize stock level by maximize inventories turnover and effectiveness.
- Co-ordinate with Project Manager for New Project in all logistics function such as material planning, incoming shipment, customs document preparation, 3PL (3rd Party Logistics) warehouse (Service Provider), Packaging (Expendable /or Returnable) and delivery planning to customers.

2) Customers Service:

- Confirm order and forecast from Customers Ordering the goods from intercompany /all 3PL.
- Creates all order-related schedules based on sales and other forecasts.
- Planning and delivery JIT (Just in Time) to customers.
- Issue Delivery Note to Warehouse for issuing invoice.
- Replacement of goods when get quality issue to customers, based on quality team instruction.

3) Freight forwarder:

- Communicate and confirm all incoming shipment (Sea and Air), delivery schedule both of freight forwarder
- Arrange all related document of customs clearance process in any case (Tariff and HS Code etc.)

4) Warehouse:

- Plan inbound and outbound schedule to warehouse
- Lead activities with Warehouse Staff such as receiving goods, unpack, repack goods, delivery and Transportation arrangement.
- Cycle counting, conduct physical inventory and update stock keeping records.
- Monitor stock levels, stock quantities, and safety stocks.

Profilja



Job ID
REF67766Q

Munkaterület
Logisztika

Telephely
Huay Khwang

Vezetői szint
Leading Self

Munkahelyi rugalmasság
Onsite Job

Kontakt
Sasiprapa Chalermasuk

Jogi egység
**Continental Automotive Bangkok
Co., Ltd.**

- 3 to 5 years of experience
- Bachelor degree or equivalent
- Strong knowledge in Automotive logistics and supply chain is preferable.
- SAP and customer system(EDI know-how) is preferable
- Trend of SCM/Logistics in Automotive Industry
- English Level: Business level in both writing and speaking

Ajánlatunk

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Rólunk

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