

# Export And Import Manager

## Responsabilități

- Arrange lifting from registered Business Partners, from across the Globe, so as to ensure the Deliveries meet the demand norms of Quality, Cost ( as the case may be ), Delivery, Development criterion.
- Arranging Custom Clearance & movement of the Goods to the Plant Ware House
- Getting the Post Supplier Invoicing actions coordinated with the Freight Forwarder, Custom House Agent, transporter, Security, Stores & Finance Functions completing the P2P Cycle.
- Ensuring timely payments to CHA, as per the terms and conditions.
- Coordination with CHAs to ensure smooth Receipt & even Deliveries ( in case of Exports ) as per Orders in optimum time, in the economical manner.
- Maintaining of MIS and various notes as per Company Policy for Approval such as Freight Rates, Selection of Forwarder + Other Business Partners etc.
- Timely processing of outgoing shipments after preparation by the finished goods warehouse
- Preparation of the necessary shipping documents
- Ensuring the use of transport service providers determined by central purchasing on the basis of the current conditions, if available
- Control of deliveries from external suppliers to the HUBs to consolidate container loads to the CT locations
- Responsible for direct negotiations with freight forwarders in the tendering of freight services and in relation to the provision of services
- Responsible for compliance with customs regulations and proper handling and documentation.
- Timely submission of Freight, Clearance and other Bills to Finance
- Providing all the details to Finance / Controlling departments, related to Import & Export benefits as per Rules & Regulations of the Government.

## Cerințe

Graduate having a detailed knowledge on the customs and foreign trade experience of over 10 Years

## Oferta noastră

Should have worked on the SAP platform with knowhow on Inco Terms, EPCG, Foreign Trade Regulations, High Sea Sales documentation, BL Verification, LC Transaction, Freight Forwarding, Shipping Line acquaintance, Custom Clearance, In-warding, Stocking, MIGO / MIRO & payments, complete P2P cycle.

Salary range: 12L - 14L per annum.



Job ID  
**REF74883M**

Domeniul de activitate  
**Sonipat**

Nivelul de Leadership  
**Leading Self**

Flexibilitatea programului de lucru  
**Onsite Job**

Persoană juridică  
**ContiTech India Pvt. Ltd.**

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## **Despre noi**

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2021, Continental generated sales of €33.8 billion and currently employs more than 190,000 people in 58 countries and markets. On October 8, 2021, the company celebrated its 150th anniversary. The ContiTech group sector develops and manufactures, for example, cross-material, environmentally friendly and intelligent products and systems for the automotive industry, railway engineering, mining, agriculture and other key industries. Guided by the vision of “smart and sustainable solutions beyond rubber,” the group sector draws on its long-standing knowledge of the industry and materials to open up new business opportunities by combining various materials with electronic components and individual services.