

International Traffic Senior Analyst

Ihre Aufgaben

Ensure that Foreign Trade processes, including Export/Import/Direct Shipments, are carried out efficiently in terms of process tracking (internal-external), control of operating costs, compliance with delivery times, as well as the management and handling of local and international suppliers, applying the customs regulations of each country.

Main tasks:

Receiving and reviewing export requests (proforma invoices and shipments).

Requesting bookings for container dispatch according to monthly schedules and warehouse operations.

Export planning in conjunction with the rest of the SAM Operations team.

Resolving/following up on issues with logistics chain suppliers.

Controlling export costs according to local, global, and government contract rates.

Defining action plans in case of significant variations in costs or time.

Monitoring and controlling KPIs for all suppliers involved in the operation.

Requesting Export Declarations from customs brokers.

Notifying the relevant departments of any issues with export documents and following up to resolve them.

Preparing proforma invoices for Bills of Lading (BLs), and obtaining approval and/or corrections.

Monitoring and controlling the timely issuance of Bills of Lading at origin and destination with freight forwarders and shipping lines.

Preparation of certificates of origin, sworn statements and insurance applications.

Receiving and reviewing import orders related to foreign trade.

Managing the import process in Chile in conjunction with customs and transportation providers.

Controlling import costs in Chile, according to the defined budget.

Escalating issues with suppliers or internal clients.



Job ID
REF93615R

Standort
Quito

Leadership Level
Leading Self

Job Flexibilität
Hybrid Job

Rechtliche Einheit
Continental Tire Andina S.A.

Recording and monitoring invoices for import costs in conjunction with the Finance team.

Ensuring compliance with applicable customs and foreign trade procedures in Chile.

Reportes & KPI (South America Market).

Direct Shipments (Mercosur).

Ihr Profil

Bachelor Degree in Foreign Trade, Logistics, International Business or related carrers.

2 years of experience in similar roles.

Experience in import and export processes.

Experience in managing, controlling, and monitoring suppliers.

Advanced level of English.

Advanced Microsoft Office and Power BI skills.

Unser Angebot

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Über uns

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