

Project Executive / Freight Forwarder

Your Role

- Working at client premises as implant to support the logistics and shipping functions
- Shipment forecast and planning based on materials expediting report
- Coordinate with client's suppliers on cargo collection and source for suitable sailing for the shipment
- Follow up with overseas offices for freight rates, booking and shipment status
- Activation of shipments and preparation of relevant shipping documents and assigning of UDR
- Preparation of import and export permits for customs declarations
- Monitor shipment status on daily basis and provide regular updates to relevant stakeholders
- Attend client's shipment status meeting and provide updates
- Preparation of quotation and invoices in a timely manner to bill to client
- Coordinate with local and overseas office for tender preparations and submissions
- Preparation of internal project costs and P&L per shipment and monthly report
- Traveling both locally and overseas may be required

Your Background

- 2+ years of experience in international logistics
- Ability to represent the company and to build strong stakeholder relationships
- Good communication skills in English, Mandarin is a plus
- Ability to deal with stress and flexibility to work after office hours
- Great team player
- Good IT skills in Office365
- Physically capable of national / international travel

About Blue Water Shipping

We are a global provider of all logistics services in modern supply chain management. At the heart of Blue Water is an organisation of professionals skilled to offer complete and tailor-made solutions to any shipping and transport requirement anywhere in the world.

Since the company was founded in 1972, our ambition has been to provide clients with the best service and highest quality in the industry. We believe in strong and long-lasting relations. Today, we are represented with more than 2000 employees in 70 offices worldwide.

We love to play as a team - and we play to win. Therefore, our employees are the key to our success. With frequent team bonding and welfare events, we embrace the culture of togetherness. As part of the employee's well-being we offer flexible health benefits, sports membership discounts and working part-time.