

## Operations Clerk – Import Export Customs

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Company: System Recruitment Limited

Location: Falkirk

Category: other-general

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Job Type: Permanent

Location: Falkirk

Post Code: FK1 5AP

Salary: £20,000 to £30,000

Start Date: ASAP

Sector – Import / Export / Customs / Multi Modal Freight

International Freight Forwarding business based in Falkirk looking for an Operations Clerk – Import Export Customs to arrange import and export consignments.

The ideal candidate will have:

- \* At least 2 years experience in multi modal freight.
- \* A high degree of customs knowledge
- \* Knowledge of Tariff classifications along with a good understanding of shipping documentation
- \* Good attention to detail

You will need to be IT Literate and willing to learn. On-going training will be given to the right individual.

Main roles will initially be booking import / export movements together with administration, however as a small company you will be expected to assist with other roles when required.

The role will suit individuals currently working as Operations Clerk – Import Export Customs, Import Export Operations Executive, Import Clerk, Export Clerk, Customs Clerk and be living within a commutable distance of Falkirk or be willing to relocate.

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