**JOB OPENING – REQUISITION FORM11.12.2018**

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| **Sr. No.** | **Heads** | **Details** |
| 1. | Name of Employer | Universal Logistics & Services |
| 2. | Nature of Business | Logistics Services comprising of Freight Booking , Customs Clearance ( Air & sea ) , Marine Insurance , Transportation. |
| 3. | Postal Address | 302 , Prabhat Centre ( Annex ) , Sector – 1A , Near CBD Belapur Police Station , CBD Belapur , Navi Mumbai – 400 614. |
| 4. | Tele., E-mail & Website | Cell number : - 8097080902Email : docs@uslogistics.in |
| 5. | Contact person’s name, designation, Tele. No. & e-mail | MsKalpana Pandey Cell number : - 8097080902Email : docs@uslogistics.in  |
| 6. | Vacancy description : |
| .1 Position including nature of work | A Experienced Sales Manager in LogisticsB) Experience in documentation with Import & Export firmC) Require Experience Accountant  |
| .2 Number of vacancies | 05 |
| .3 Approx. monthly compensation & other benefits | As per Company policy  |
| .4 Location of Employment | Navi Mumbai and Mumbai Jurisdiction |
| .5 Any other details |          Preferably, Graduate with minimum 4 to 5 years of experience in Logistics/Freight    Forwarding Company.          Must be computer savvy and self starter.         The candidate should have high  degree of customer relation.         Should be result oriented.         Candidate must have in-depth knowledge and exposure in developing Sea/Air freight business.         Has excellent communication skills, must have a consultative sales approach and be a strong persuader and influencer with business prospects as well as internally         Is highly driven, is self-motivated, target orientated with interactive ability to communicate, and generate new business.         should be aggressive and smart worker.         He  should possess strong negotiation and interpersonal skills. |

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