**JOB OPENING – 01.11.2021**

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| **Sr. No.** | **Heads** | **Details** |
| 1. | Name of Employer | Neptune Container Line & Logistics Pvt Ltd |
| 2. | Nature of Business | Shipping & Logistics |
| 3. | Postal Address | 511-B, Damji Shamji Corporate Square,Off LBS Marg to Eastern Express Highway Road,Next to Kanara Business Centre,Ghatkopar (East), Mumbai 400075.India. |
| 4. | Tele., E-mail & Website | Tel:-+91 22 67315700Email: careers@neptunecontainers.comWebsite: www.neptunecontainers.com |
| 5. | Contact person’s name, designation, Tele. No. & e-mail | Walter GeorgeCEO+91 9820037871Rahul ShahGeneral Manager+91 8291205969 / 9833391285 |
| 6. | Vacancy description : |
| .1 Position including nature of work | **Sales** – Biz Development, Market Research, Competition Analysis, Effective Credit Control**Customer Service –** Client tele calls, back up to Sales, Liaising with various agencies, Processing client bookings & related work**Documentation –** Releasing HBL & MBL, Pre alerts, EGM/IGM, Co-ordinating with clients & overseas agents & MLOs**Operations** – Liaising with terminal, various internal departments, CFS, dock stuffing operations**Finance –** Bank Reconciliation, TDS, GST Filing, Processing Carrier & Vendor payments, Credit Control |
| .2 Number of vacancies | 1-2 in each of the aforementioned departments |
| .3 Approx. monthly compensation & other benefits | Remuneration will be as per market levels are individual capabilities of each candidate |
| .4 Location of Employment | Mumbai |
| .5 Any other details |  |