

Logistics Specialist.

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Company: MANN+HUMMEL

Location: Jakarta

Category: other-general

Job Description

Your Challenge

Customer Service

Coordinate the whole logistic process and ensure that customer orders are processed in a timely manner in SAP.

Develop and/or implement strategies to optimize the whole logistic process from order processing to delivery

Serve as a main point of contact for the customer, process customer feedback and ensure customer satisfaction and service quality

Develop and implement supply and logistics plans for customer orders and liaise with third party logistics providers to perform all physical logistic activities (e.g. transportation)

Ensure that defined delivery times, inventory levels, storage and service standards are met

Support administration activities and processing of documentation (e.g. invoicing, customs/shipping documentation, reports, etc.)

Provide customers with information on M+H product portfolio and define appropriate products that could fit into their business needs

Distribution/Coordination Service Providers

Handle complete order processes, including order confirmation, delivery arrangement and

follow-up, invoice release, order tracing, etc.

Serve as the primary liaison between sales, supply chain/logistics, and keep an effective delivery of customer service.

Monitor customer forecast short term/long term tracking and analysis;

Obey company regulations to ensure financial performance by Credit Limit control, CIP control, etc.

Act as a First level of inquiry, including product, quotation, application, stock availability, leadtime, etc.

When defining Global Standards, ensure compliance with HSE legislation and take into account state-of-the-art concepts to ensure healthy, safe and environmentally friendly production processes, workplaces and emergency concepts based on current risk assessments.

Leadership by: be example, involve and train related functions set targets, define and apply improvement (standardization) programs, monitor safe application

Project Management

Steer projects and provide recommendations for the distribution, warehousing and logistic activities (If required, for future development and success)

Your Profile

Education/Major:

Diploma of bachelor or above in related field.

Experiences:

years customer service experience in automotive trading business.

Familiar with whole supplier chain, fulfillments till invoicing.

Knowledge & Skills:

ERP system, SAP is preferred (SD Module).

Distributor business model.

Basic knowledge of filtration parts is preferred.

Foreign language:

Good at written and oral of both Bahasa and English.

Computer ability:

Familiar with MS windows and office applications.

Personal Quality:

Conscientious in daily operations.

Effective oral communication skills and excellent interpersonal skills.

Able to work in a team environment with enthusiasm and devotion.

Are you full of ideas? Are you keen to take on responsibility and really achieve something? Then our doors are open to you. This company lives out its values, gives people the freedom to use their own initiative, and offers many development exciting opportunities and many exciting projects – all of which awaits you here.

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