

Job Title:	APAC Logistics Coordinator
Location:	Shanghai – China (Asia)
Employment Status:	Full Time
Reports To:	This position will report to the APAC Supply Chain Manager
Travel (%):	< 5%
<u>Major Roles & Responsibilities</u>	<p>Kraton Corporation is looking to hire a new member of our Supply Chain department in Shanghai.</p> <p><u>Major Roles & Responsibilities:</u></p> <ul style="list-style-type: none"> • Work with 3PL for importation process including customs clearance for China import materials, and customs process for goods entering bonded warehouses. • Local transportation and customer delivery coordination and arrangement. Work closely with customer service and planner for back-to-back sales in order to optimize cost. • Shipping re-export orders from bonded warehouse including export customs clearance and freight arrangement. • Ensure rules and processes are followed by 3PL in warehouse management. Conduct stock count on monthly bases. • Responsible for accuracy of documents for customs clearance. File and make record for all documents been submitted to customs authority. Make sure to comply with customs rules and regulations. • Coordinate and support to resolve issues on customs and logistics. Report customer complaints. • Manage 3PL through monthly performance evaluation. Review rates and routes in regular basis by bench marking with market prices. • Make service cost settlement with 3PL and execute payment process. • Follow SAP processes and make sure all transactions are done correctly and maintain the manual data record accurately. <p><i>The statements above are intended to describe the general nature and level of work performed by employees assigned to this classification. Statements are not intended to be construed as an exhaustive list of all duties, responsibilities and skills required for this position.</i></p> <p><i>Kraton's internal talent acquisition team manages our recruiting efforts and from time to time works with pre-selected/pre-approved external staffing agencies. We do NOT accept unsolicited resumes or candidate referrals from recruiters and/or agencies who are not pre-selected/pre-approved.</i></p>
<u>Skills and Experience</u>	<p><i>Required</i></p> <ul style="list-style-type: none"> • Bachelor degree from accredited university, college or business school • Six above years working experience in chemical industry. • Strong SAP experience. • Understand trade compliance requirements. • Understand customs and CIQ processes. • Strong communication and coordination skills. • Proficient English writing skills and basic speaking skills. <p><i>Competencies</i></p> <ul style="list-style-type: none"> • Customer Focus • Passionate Ownership • Personal Effectiveness • Accountability • Collaborative
<u>How to Apply</u>	Submit your resume to jobs@kraton.com