

Commodity Trading Execution Executive

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Company: ADM

Location: İstanbul

Category: other-general

Job Description

At ADM, we unlock the power of nature to provide access to nutrition worldwide. With industry-advancing innovations, a complete portfolio of ingredients and solutions to meet any taste, and a commitment to sustainability, we give customers an edge in solving the nutritional challenges of today and tomorrow. We're a global leader in human and animal nutrition and the world's premier agricultural origination and processing company. Our breadth, depth, insights, facilities and logistical expertise give us unparalleled capabilities to meet needs for food, beverages, health and wellness, and more. From the seed of the idea to the outcome of the solution, we enrich the quality of life the world over.

For the International Execution Department in Istanbul, we are looking for an International Execution Executive, Turkey.

Key operational tasks related to this position:

Assuming responsibility for daily execution of commodity contracts and charter parties

Checking/Matching terms and conditions of commercial contracts and charter parties including assessment of potential risks resulting from deviation of terms

Planning/Coordination of cargo/vessel movements to optimize logistics

Appointment of/Coordination with forwarding agents, surveyors and customs

Documentation: issuing docs instructions, checking drafts, presentation of docs

Calculating/Issuing/Finalizing of quality analyses and weight settlements

Laytime calculations/freight settlements with owners and buyers/sellers

Daily correspondence/communication with clients and any other relevant parties to ensure smooth operations

Generating/Processing all relevant invoices, debit/credit notes in the ERP System

Managing boat accounts including system entries in the ERP System

Processing/Matching accruals for month/quarter/year end closing

Claim handling/dispute resolution arising under commodity and freight contracts

Active role in the review and improvement of processes within the department

Your Profile:

Successfully completed foreign trade diploma or equivalent grade

Fundamental experience in the field of execution of agri products

Profound knowledge in form contracts like GAFTA, FOSFA.

Fluent in English and Turkish.

Strong capability in software applications like Word, Excel, Outlook

Independent, exact and structured way of working

Excellent communication skills as well as strong ability to work in a team

Highly motivated

We are proud to be an equal opportunity workplace and value diversity at our company. If you feel that this is a job for you, unlock your potential and Apply Now.

Learn more about ADM at

Ref ID

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