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export specialist istanbul

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Company: Talent link

Location: Kadıköy

Category: other-general

Job Title: Export Specialist

Location: Kadıköy, Istanbul

About Us: We are a ballet manufacturing factory located in Kadıköy, Istanbul. Our factory specializes in producing high-quality ballet products for dancers worldwide. With a commitment to excellence and a passion for the art of ballet, we strive to deliver top-notch products that meet the needs of professional and aspiring dancers alike.

Key Responsibilities:

Manage all aspects of export operations, including documentation, logistics, and customs clearance.

Coordinate with shipping companies and freight forwarders to ensure timely delivery of goods.

Prepare and process export documents such as commercial invoices, packing lists, and certificates of origin.

Stay up-to-date with international trade regulations and customs requirements.

Communicate effectively with customers, suppliers, and internal teams to facilitate smooth export processes.

Assist in quality control procedures to ensure compliance with international standards.

Required Qualifications:

Proven experience in export operations, preferably in a manufacturing environment.

Strong knowledge of export regulations, INCO terms, and international shipping procedures.

Proficiency in Microsoft Office, especially Excel, and export documentation software.

Excellent communication and interpersonal skills.

Ability to work effectively in a team environment.

Fluent in Turkish; proficiency in English is a plus.

Preferred Skills:

Experience with export compliance software.

Familiarity with Incoterms 2020.

Attention to detail and strong organizational skills.

How to Apply Interested candidates should submit their resume
Join our team and play a key role in expanding our global reach!

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