



# WE ARE HIRING

## ASSISTANT MANAGER OPERATIONS

### EDUCATION

- Minimum Bachelors, preferably MBA (Supply chain)

### EXPERIENCE

- 3+ years of relevant experience in Freight Forwarding operations. 1-2 years of experience in a similar role

### SKILLS

- Result oriented, pro-active and possess a positive work attitude
- Knowledge of Air / Ocean Freight will be a definite advantage
- Expertise in overall Freight Forwarding products and pricing
- Strong communication skills, both written & verbal
- Freight Forwarding System & Software knowledge

### LOCATION

- Clifton, Karachi.

### RESPONSIBILITIES

- Booking of cargo and operations for all products, i.e., air and sea
- Responsible for timely invoicing in the system and sending it to customers
- Build and maintain close relationship with customers, operations, sales and accounts department
- Ensure shipment requirements are met and jobs are completed within the prescribed KPI limits
- Data maintaining on the system.



Interested candidates may share their resume at [hr@momentum.com.pk](mailto:hr@momentum.com.pk)

Last Date of Application  
08<sup>th</sup> December, 2023