

Import & Logistic Officer- Socimex Group

The SOCIMEX Group is a composition of six companies involved in three economic areas of the country; including food processing, transportation and distribution of vehicles and heavy equipment, finally construction and electricity

Location: Democratic Republic of Congo, Africa

Major: degree in Business Administration, Management, Hospitality Management, or any related field

Experience: 3-5 years of experience

Major Responsibilities:

- Manage the end-to-end import process.
- Ensure compliance with all relevant import regulations.
- Monitor and track shipments, providing regular on delivery status.
- Handle issues related to import delays, customs inspections, or discrepancies in documentation.
- Maintain accurate records of all import transactions, including documentation, correspondence, and shipment details.

Additional Requirements:

- Candidate should be proficient in planning, sourcing, and distribution of mega quantities.
- Previous experience in the food industry is highly recommended
- Fluency in French, English and Arabic is necessary.

How to Apply:

Kindly send your CV or contact the Career Services Center, E-mail: career.services@balamand.edu.lb;
Ext. 7801; 7802