**Billing cum Logistics Manager**

**Job Summary**  
Urgent requirement of Billing cum Logistics Manager for Ecommerce Company  
Locatio - Gurgaon  
Company profile : detel-india.com  
**Responsibilities and Duties**  
Total Billing Monitor & Controlling  
Invoice validation before sending to Customer with Accuracy  
E-Commerce Billing, Monthly Fixed and Variable Billing.  
Follow up & Clearance from Operation for specific Remarks in PODs (Shortages/Damages Etc)  
Deductions booking off  
Proper Documentation (Invoices/PODs Etc)  
Reconciliation:  
POD Reconciliation (Damages/Shortages/Other Remarks) & Resolution  
Deductions Reconciliation & Recovery Preparation  
Pending POD Controlling & Monitor