



Leading with purpose to create meaningful impact. Find your purpose with us!

WAREHOUSE ASSISTANT (Pasig, Mexico Pampanga)

Provides warehouse support with a variety of clerical and customer service activities related tasks from Picking to Sales Invoice.

QUALIFICATIONS

- Graduate of any business related course or Industrial Engineering
- Preferably with 6 months to 1 year Warehouse & Distribution experience from a FMCG or Logistics company
- Knows Basic Warehousing principles – GWP, GHK, FEFO-FIFO, Systems and Documentation

IMPORTATION ANALYST – PROCESSOR (Pasig)

Supports in the day to day activities of the brokerage team. He/she will check the accuracy and completeness of documents to be submitted to BOC, BIR and any other government agency needed for the release of the cargos at port.

QUALIFICATIONS

- Graduate of Bachelor of Science in Customs Administration.
- Must have at least 3 years of relevant work experience in a brokerage company or Freight Forwarding
- Must be motorized and computer literate

TRANSPORTATION ASSISTANT (Pasig, Laguna)

Responsible to monitor the proof of delivery POD. This role will work closely with the transportation coordinator to ensure all transmittal of POD will be timely remitted from the date of delivery

QUALIFICATIONS

- Graduate of Bachelor of Science in Business Management, Industrial Engineering or any related course
- With relevant working experience in transportation management and distribution preferably in the fast moving consumer goods (FMCG) and distribution industries
- Computer literate. Has excellent working knowledge in the use of Word, Excel, and PowerPoint