



# CLEARANCE SUPPORT AGENT/WHARF CLERK - KATUNAYAKE (WITH CUSTOMS HOUSE AGENT)

JOIN THE WORLD'S MOST INTERNATIONAL COMPANY

Today DHL stands as the leading logistics company of the World. This has been possible due to the people who bring in their talent and professionalism to retain our trademark quality of service. At DHL, we create the space and opportunity for individuals to develop their personal and professional skills while they take the challenge of making the world smaller and connected.

## Responsibilities and duties

- Facilitate the clearance process of shipments liaising with internal stakeholders and external officials.
- Support customer queries and provide required information and guidance needed for the clearance process.
- Liaise with relevant regulatory bodies on problems relating to duties and shipments.
- Comply with the regulatory policies & procedures.
- Maintain records of the clearance process and update customers time to time with necessary information and requirements

## Personal Profile

- Should be a holder of CHA Certification
- GCE Ordinary Level
- Fully conversant in MS office packages (Word, Excel, PowerPoint)
- Communication Skills both spoken & Written
- A "Can do" spirit
- Excellence Customer Facing skills (Internal & External)
- A Self Starter
- A Team player
- Vicinity of Katunayake Area

Selected candidates will be exposed to a world class Training and knowledge in the Logistics Field with Market Competitive Compensation and great Culture to work in.

Send in your CV together with the names of two non-related referees to reach us within 10 days of this advertisement. Please forward your Resume to [CareersSriLanka@dhl.com](mailto:CareersSriLanka@dhl.com)

Visit us on [dhl.com](http://dhl.com) for more details on the corporate profile.

