**JOB OPENING – 14.6.2019**

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| **Sr. No.** | **Heads** | **Details** |
| 1. | Name of Employer | GAC Shipping India Pvt. Ltd. (2) |
| 2. | Nature of Business | Shipping &Logistics |
| 3. | Postal Address | P.O.Box No: 226, G.P.O., Badheka Chambers, 31, Manohardas Street, Fort, Mumbai – 400 001 |
| 4. | Tele., E-mail & Website | 022-40307800, [www.gac.com](http://www.gac.com) |
| 5. | Contact person’s name, designation, Tele. No. & e-mail | Mr. Gowtham Premchand – HR Manager/Mr. Pradyumna Kulkarni – AM – HR, 022 – 4030 7819, [Gowtham.premchand@gac.com](mailto:Gowtham.premchand@gac.com), [pradyumna.kulkarni@gac.com](mailto:pradyumna.kulkarni@gac.com) |
| 6. | Vacancy description : Fort office :  Entering the accurate data from the documents in the software and opening the Job. Check the data and file EDI at customs. Generating Invoices and booking supplier invoices etc.  Generating Bill of Lading , Sales invoice, supplier invoice in the operating software.  Co ordination with internal staffs, carriers &customers.  Only 1 required in Fort office. | |
| .1 Position including nature of work |  |
| .2 Number of vacancies | 2-3 |
| .3 Approx. monthly compensation & other benefits | Not Yet Decided |
| .4 Location of Employment | Fort Mumbai and JB Nagar Andheri East. |
| .5 Any other details | This is not regular employment. This is for internship/training as a part of their syllabus. |

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