**JOB OPENING – 20.6.2019**

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|  | **Heads** | **Details** |
| 1. | Name of Employer | “K” LINE (INDIA) PRIVATE LIMITED |
| 2. | Nature of Business | SHIPPING |
| 3. | Postal Address | C-1001 Marathon Futurex,  N M Joshi Marg,  Lower Parel (E),  Mumbai -400013 |
| 4. | Tele., E-mail & Website | Email:[khaire.sushant@in.kline.com](mailto:khaire.sushant@in.kline.com)  Email: pires.bernie@in.kline.com  Web: [www.kline.co.in](http://www.kline.co.in) |
| 5. | Contact person’s name, designation, Tele. No. & e-mail | Sushant Khaire – Manager, Bulk Operations  Email: [khaire.sushant@in.kline.com](mailto:khaire.sushant@in.kline.com)  Bernie Pires –Secretary  Email: [pires.bernie@in.kline.com](mailto:pires.bernie@in.kline.com) |
| 6. | Vacancy description: | |
| 1. Position including nature of work | Department:Dry Bulk Division  Position:Vessel Operator having 3 to 5 years’ experience.  Profile:   * Responsible for complete voyage planning (Bunkers, Stowage,Hire , Safety , commercial aspect etc.) * Responsible for the co-ordination and follow up between captains, ship owners, agents and stevedores in loading and discharging ports. * Calculating fees e.g. Port disbursements and settlements, * Will be engaged in daily conversation and communication with both customer and external agencies and must have excellent verbal and written communication skills. * Fair understanding of Microsoft office and computer software associated with the shipping industry. * Computation of lay time, demurrage and accessing claims counters received. * Compiling freight invoices, demurrage invoices, internal Accounts Payable/Receivable updates and follow up on outstanding claims, accounts receivable and payable invoices. * Payment control for brokerage and other expenses, settling PDA’s & finalizing other estimated costs. |
| 1. Salaries and Perquisites | Commensurate with Market Scale |
| 1. Location of Employment | Lower Parel, Mumbai |
| 4. Qualification | * Prefer diploma in Maritime, Transportation Management, Diploma in Shipping and Logistics * Independent and able to work in a team. * Good in English. * Able to multi-task and work in a fast pace environment |

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