**JOB OPENING – 28.10.2021**

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| **Sr. No.** | **Heads** | **Details** |
| 1. | Name of Employer | McQuilling Shipping Services DMCC  |
| 2. | Nature of Business | Ship Brokering and CharteringWe serve clients in the shipping, commodity and financial services industries, providing brokerage for freight and assets as well as research, consulting and advisory related to global seaborne transportation and associated disciplines in the supply chain.  |
| 3. | Postal Address |  |
| 4. | Tele., E-mail & Website | [www.mcquilling.com](http://www.mcquilling.com)tushar.gangoly@mcquilling.com  |
| 5. | Contact person’s name, designation, Tele. No. & e-mail | Capt Tushar Gangoly .+91 22 6697 8888+91 98 1914 5717 |
| 6. | Vacancy description : |
| .1 Position including nature of work | **Assistant Chartering Executive**  |
| .2 Number of vacancies | 1 or 2 Male or Female |
| .3 Approx. monthly compensation & other benefits | In line with industry |
| .4 Location of Employment | Mumbai, India |
| .5 Any other details | *Core Functions** Reports
	+ Prepare daily, weekly and monthly reports
	+ Track cargo, company and shipping trends
* Position Lists/Fixtures on company proprietary tools
	+ Update vessels positions, new acquisitions and asset sales
	+ Update recent fixtures
	+ Update Chrtrs, Owners and vessel details in the database
* Communication
	+ Send out intro mails to potential clients
	+ Seamless liaison between Charterers and Owners PIC
* Fixtures
	+ Send cargo enquiries / quotes to Owners by email and other communication channels
	+ Prepare Owners offers for submission to Chrtrs email or online portals
	+ Send and receive counters / comments from Chrtrs / Owns in a timely manner
	+ Preparation and approval of recap and C/P based on fixture notes
	+

*Skills and attributes** Good English language and communication skills
* Computer skills include high level of use Outlook / other mail clients, MS Office, ability to learn proprietary software
* Promptness to respond to emails, situations
* Availability on mobile / PC 24 x 7
* Courteous and pleasing personality to build positive relationships with clients and in house team

*Additionally** Assist in pre and post fixture tasks
* Networking and business development with clients
* Shipping knowledge (LPG and Oil Tanker preferred)
* Analytical and logical mindset
* Carry out any other responsibilities and tasks assigned in addition to the above as required.
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| 5. | Contact person’s name, designation, Tele. No. & e-mail | Capt Tushar Gangoly .+91 22 6697 8888+91 98 1914 5717 |
| 6. | Vacancy description : |
| .1 Position including nature of work | **Claims Analyst** should be familiar with interpretation of standard base cp clauses so that  disputes regarding understanding of CP terms by principals can be easily resolved at an early stage as per the understanding of international bodies which specialize in demurrage and claims. |
| .2 Number of vacancies | 1 or 2 Male or Female |
| .3 Approx. monthly compensation & other benefits | In line with industry |
| .4 Location of Employment | Mumbai, India |
| .5 Any other details | As soon a fixture is concluded the time bar clause is verified by the claims department along with possible claims expected under cp terms for a particular fixture. Owners/Charterers are to be suitably reminded. Although not exhaustive below claims should be expected and checked for:•Demurrage Claim•Interim/Deviation Time Costs Claim•Interim/Deviation Port Costs•Heating Claim•Speed Up Claim•AWRP (Additional War Risk Premium)•Armed Guards Claim•K&R (Kidnap and Ransom) Claim•Crew Bonus Claim•LOH (Loss of Hire) Insurance•Cargo Handling Dues Claim•Deviation due to Piracy Claim•Deviation due to Armed Guards•Purging Claim•Shifting Claim•Dyeing or Additivities Claim |

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