



## JUNIOR FEEDER DESK & REPORTING

**Euro Marine Logistics NV** ([www.euro-marine.eu](http://www.euro-marine.eu)) is a leading maritime transport company for the automotive sector and other rolling material. With a team of 40 people we operate around 12 vessels through the European waters from our office in Wemmel, Belgium. EML is a 100% subsidiary company of Mitsui OSK Lines and part of MOL ACE, being the Mitsui OSK Lines Auto Carrier Express, and is in the group responsible for the intra-European shipments. Annually we lift around 1.2m units, call 22 different ports, and supply more than 40 different markets with worldwide sourcing.

### Job Summary

This is a perfect job for a young potential seeking a first hands-on experience in the field of Shipping and Automotive Logistics. A Junior Feeder desk & Reporting you will become part of EML's Feeder desk, and will assist in the reporting process which is governed by EML's Business Coordination Team. You will be assisting in the coordination and administration of cargo to be loaded onto 3rd party carriers. You will ensure all cargo is booked and followed up till final destination, you will ensure the systems are adequately reflecting these arrangements, and you will assist in ensuring correct reporting of the feeder activities of EML. In extension to the latter, you will also assist in report preparation for EML vessels and cargoes.

### Primary Duties and Responsibilities

- Feeder coordination : you will be assisting and assume responsibility for cargo to be booked from EML or MOL onto 3rd party carriers. You will follow up these bookings from preparation phase, to booking phase, to being loaded, and finally reached final destination.
- Feeder administration : you will be responsible for the reporting process from start to finish, to have the systems correctly reflecting the fixtures and bookings, and to ensure the output can be included as is in the operational and financial reporting.
- Reporting : you will assist in the various reporting responsibilities in the Business Coordination Team which is responsible for business analysis, operational reporting, and post-fixture operations. A close follow up with both Line Management, Operations, and Feeder desk is vital to achieve excellence.



#### Your Skills and Experiences

- You have a degree in economics, trade, logistics and/or maritime studies
- Understanding of INCOTERMS and Shipping Terms is considered as a plus
- You excel in Microsoft Excel
- You are fluent in English (written and spoken), any other language will help
- You are a driven, flexible person, and a good communicative team player
- You demonstrate sound judgment as well as apply logical/critical thought processes
- You thrive within a dynamic, quickly changing environment
- Having affinity or interest in Shipping and/or automotive would be considered as a plus

#### Our Offer

- A challenging job in a dynamic and international environment
- In-house training will be foreseen and external training and development will be encouraged
- A position with exposure and hence growth potential into various fields within the company
- A correct salary package with benefits

Do you recognize yourself in this profile? Introduce yourself to us and send your CV and motivation letter in English to Marielle Metzger – [marielle.metzger@euro-marine.eu](mailto:marielle.metzger@euro-marine.eu)

