



Our client is a trading company based in Baar. In order to expand their team, we are currently looking for a

Traffic Specialist Aluminium E_G

Key responsibilities:

- Full contract administration; regular contact with customers ensuring timely delivery of the goods, issuing invoices, payment orders, preparing B/L instructions, establishing pricing confirmations
- Liaison with forwarders and shipping agents for freight/chartering of vessels, barges, trucks and railcars.
- Issuing instructions to surveyors for materials' inspection, survey and tallying.
- Handling of commercial claims jointly with responsible traders.
- Stock declarations under insurance policies and for banking purposes.
- Assistance to traders during negotiations with counter-parties; issuing and editing of commercial contracts and amendments.
- Daily preparation of the LME pricing card for physical contracts.
- Assistance in negotiation of insurance policies and terms, marine and credit insurance administration (declarations, premium controlling, invoicing), handling of insurance claims.
- Tracking of financial / market exposures
- Demurrage / Dispatch calculations

Requirements:

- Several years related experience in commodity trading (base metals-ALUMINIUM, COPPER)
- Familiar with letters of credit and international transport documentation
- Read and interpret documents, gather and analyze information, skillfully
- Good knowledge of and experience in MS Office, Outlook, Internet
- Exceptional organizational skills are required
- Ability to prioritize and to handle various transactions at the same time
- Self-conscious and reliable
- Good team player, dedicated and flexible
- English as well as German (written & spoken)

The company offer

- Challenging career path in a dynamic and growing commodity trading environment
- International working environment with exposure to a variety of internal departments
- Opportunity to learn and understand all aspects of a commodity trader
- Ability to take on additional responsibilities and new tasks in a short period of time



Job benefits:

- Very interesting position
- High degree of independence
- Your suggestions for improvement being considered and implemented

What we expect

- Outstanding academic credentials from a University with a Master's Degree
- Strong mathematical capabilities
- Skills to work in a global and dynamic commodity trading environment
- Flexibility with a strong desire to learn and succeed
- Ability to effectively manage and complete tasks within challenging timeframes and competing priorities

This is an excellent opportunity for a qualified professional to join a young and dynamic team in the Baar.

Please send your CV along with diplomas and work references. info@mz-personal.ch Monika Zanella