Applicants are required to appear for Walk-In/ Virtual Interview (request for Online interview with prior intimation to hr@kiht.in before 17.10.2021 may be considered) for Interview on **19.10.2021 at 10.30 am** to the Office of KIHT, AMTZ Campus, Pragati Maidan, VM Steel Project SO, Visakhapatnam-530031, with certificates, pay-slips of previous three months, experience certificates and other documents.

## Scientist / Consultant – Logistics

**Terms of Reference:**

- Managing and ensuring the accuracy of product storage warehouse inventories
- Facilitating the establishment of commercial connections between customers and suppliers
- Discussions and negotiations with goods carriers about shipment costs
- Establishing and managing incoming and outbound shipping schedules
- Managing the flow of resources and goods throughout an organization
- Collaborating with different divisions within the business to enhance logistics
- Supervising the remainder of the logistics team's job
- Supervising the process of importing and exporting a product
- Coordination of manufacturing schedules, storage, and shipment of certain goods and commodities.
- Developing procedures and systems for scheduling and tracking procurement and distribution operations.
- Liaison with customers, suppliers, and employees to ensure inventory is properly documented and ordered, as well as to guarantee delivery schedules are adhered to.
- Undertake the assignments, which may be assigned from time to time.

**Eligibility:**

1. Qualification: Any Graduation
2. Experience: Minimum 12 years of experience in the relevant field is required.
3. Should be aware of Logistics, Ware house & Supply Chain Management
4. Computer literacy including advanced proficiency with Microsoft Office (Excel, Word & PPT).
5. Excellent communication and presentation skills, analytical, problem-solving skills and interpersonal abilities, Decision-making, excellent oral and written communication skills in English.
6. Must have Team Spirit, Agility, Leadership, Initiative, time management, prioritising and the ability to handle a complex and varied workload.
7. Must maintain confidentiality and discretion in all aspects and be comfortable with flexible working schedule to meet the needs of the Company.
8. Willingness to Travel.
9. Ability to handle urgent matters, multiple tasks, simultaneously and quickly complete the assigned tasks
10. Age above 35 years.