



Customer Service Representative – Duisburg, Germany

NewPort is specialized in transportation of chemical liquids, food stuff and gases in tank containers. We operate worldwide! NewPort Europe is responsible for all commercial and operational activities in Europe, the Mediterranean and part of Africa.

We are looking for a Customer Service Representative in Duisburg, Germany, preferably with work experience in the tank container industry. Interested? Go ahead reading this vacancy!

The Customer Service Representative is responsible for entering and processing the assigned transport orders efficiently according to procedures and to ensure that all documentation is up to date. You will also be managing customers at an operational level and dealing with questions and/or problems regarding operational activities.

Tasks & responsibilities

- You will be the operational contact for customers and suppliers: resolving operational questions and problems.
- Enter orders and arrange transport as required.
- Prepare documentation relating to the shipments and provide information to internal and/or external parties.
- Ensure that supplier non-conformities are documented and resolved on time.
- Inform customers and/or other relevant authorities about deviations of shipments and loading instructions of a transport.
- Check files financially on correctness, completeness and timeliness.
- Build a network with existing customers.
- Enter new customer details in our system and create customer files.

Who are we looking for?

- +1 year work experience in a similar position in logistics / tank container business.
- Fluency in the German and English language.
- You live nearby Duisburg in Germany (Dutch applicants who live in the area of Eindhoven/Venlo are also more than welcome).
- Knowledge of INCO terms, IMDG and ADR.

What does NewPort offer you?

- Salary & holidays according to German standards.
- Working in an enthusiastic team in an informal working environment.
- Opportunity to work on your professional and personal development.

Interested? Send your resume and cover letter to careers.eur@newporttank.com