

JOB OPPORTUNITY



OPERATIONS CONTROLLER

DAR ES SALAAM, TANZANIA

Are you looking for the next step in your career? Do you want to challenge yourself with some of the most demanding tasks within the project forwarding industry?

About UPF

UPF Group is a multinational full-service logistics provider, we cover everything from a few express pallets, up to large industrial transports with high and heavy “over dimensional” cargo. Currently we have 11 offices in 9 countries (Denmark, Finland, Portugal, Mozambique, Angola, Cameroon, Tanzania, Namibia and South Africa) and trusted partners and customers worldwide.

We are a fresh company in the project transport market, with a mix of young and experienced staff. Our aim is to expand our team with an Operations Controller to strengthen our operation team.

Job description

As the Operations Controller, you will have a great variety of tasks such as, but not limited to:

- Monitor new Pre-Alert shipments to ensure all necessary documentation and compliance requirements
- Support sales team in quoting and pricing.
- Support in planning, coordinating, and executing operational strategies.
- Maintain accurate records, files, and documentation related to completed operations.
- Prepare timely reports, updates, and correspondence related to ongoing shipments and operations.
- Respond to customer, supplier inquiries in a timely and with close coordination with the Manager/Sales Head.
- Coordinate loading/unloading activities and ensure correct documentation is in place to avoid delays.
- Attending operations on site and in ports, where required.

Candidate qualifications

- Diploma or above in Shipping, Port Management, Transport & Logistics, or any other related discipline
- Minimum of 2 years' experience in the shipping and/or logistics industry
- Excellent written and verbal communication skills in English
- Proficient in Microsoft Office applications (Excel, Word, PowerPoint, etc.)
- Strong teamwork and collaboration abilities

What you can expect

- A young company with a focus on entrepreneurship and an agile organization chart.
- High level of self-determination and freedom to make decisions in your daily work.
- Long-term career plan.

If you are interested in applying for this position, or have any questions, please reach us at the following:

Logistics Manager, UPF Tanzania
Luther Shoo

☎ +255 717 416 979 (WhatsApp)

✉ LSH@UPF-group.dk

CEO, UPF Group
Thomas Vestergaard

☎ +258 84 827 6588 (WhatsApp)

✉ TV@UPF-group.dk

