



Commerce Specialist

Report to: Regional Director of ANZ

Your duties as Commerce Specialist include but are not limited to the following:

- Contract management and order management. Communicates with parties in the contract to understand all terms, particularly for the contract's financial aspects. Settle issues for the commercial operation related subjects in the contract.
- Process Management and Improvement including examine company rules are met and make recommendations for necessary changes.
- Overdue payment collection and rules management.
- Risk management, including assess risks management and making recommendations based on a thorough analysis of all factors involved in a business situation.
- Coach employees on best practices for managing contract issues and handling daily issues and tasks.
- Accept extra duties as situations arise.
- Works efficiently and calmly on tight deadlines or other stress factors arise.

The successful candidates for this position are able to demonstrate:

- A bachelor's degree in international trade and commerce or related field.
- At least 3 years experiences in trading company, be familiar with International Trade Practice and Rules in Australia and New Zealand is preferred.
- Strong organizational, coaching, and oral communication skills.
- Advanced problem-solving capabilities.

All applicants are assured confidentiality and only shortlisted applications will be contacted. To submit an application for this role, all applicants must supply the following documents: a Cover letter to address the selection criteria listed above and your Resume to MGI_Australia@mgi-tech.com. You must have the legal right to work in Australia to apply for this job.