

# Freight Forwarding Intern - Reefer São Paulo

Are you looking for a way to start your career in logistics and gain hands-on experience in freight forwarding? We are offering an exciting internship opportunity for a proactive and analytical individual with excellent communication skills. As a Freight Forwarding Intern, you will be an integral part of our team, learning the ins and outs of the logistics industry and contributing to the efficiency of our operations. This is a unique chance to develop your skills and grow within a supportive environment.

## **Gain valuable experience in logistics**

As a Freight Forwarding Intern, you will be responsible for a variety of tasks that support our logistics operations. You will manage and update vessel positions and deadlines, ensure pre-cargo readiness, and confirm loaded shipments. Additionally, you will handle Bill of Lading copies, send loading confirmations, and update shipment information in our transport system. Your role will involve close collaboration with the shipping line's documentation department and tracking cargoes until their final movement at the destination.

## **Key Responsibilities and Tasks:**

- Handle phone calls and transfer them to the appropriate employee.
- Manage and update email accounts.
- Update vessel positions and deadlines.
- Verify container releases and confirm loaded shipments on shipping line websites.
- Obtain and save Bill of Lading copies, and send them to clients and the finance department.
- Update shipment information in the transport system.
- Fill in spreadsheets and pre-defined Excel layouts with relevant data.
- Track cargoes until their final movement at the destination.
- Maintain a close relationship with the shipping line's documentation department.
- Research and summarize daily routines and information for reports when requested.

## **Qualifications:**

- Fluent in English.
- Proactive and able to take initiative.
- Strong communication skills.
- Analytical thinking.
- Ability to evaluate existing processes, identify improvement needs, and implement improvement actions.
- Ability to plan work routines effectively.
- Basic knowledge of Microsoft Office package: Outlook, Word, Excel, and PowerPoint.

## **What We Offer**

Join a supportive and collaborative team at Blue Water, where we value your contributions and provide opportunities for growth and development. Enjoy a dynamic work environment with a focus on innovation and efficiency. We offer the chance to be part of a leading company in the logistics industry.

## **How to Apply**

Apply as soon as possible, as we review and interview on an ongoing basis. We look forward to receiving your application and welcoming you to our team!

If you have further questions you are welcome to contact Fin., Adm. & P&C Specialist, Juliana Landiosi Rocha at. +55 11 2898 3162.

## **Together we create solutions**

Blue Water is a global provider of all logistics services in modern supply chain management. Founded in Denmark in 1972, Blue Water has 2600 employees at 80 offices worldwide. Every Blue Water office combines a strong global network with local expertise.

We are a leading expert in reefer transport. We have a strong position in the global reefer market with cross trade solutions through our network of global offices. The handling of chilled and frozen products requires special attention and skills. With our modern equipment and in-house knowledge, we offer global solutions for chilled and frozen products by road, sea and air.