Project Executive (Singapore)

Job Summary

Looking to build your career in global project logistics? Join us at Blue Water Shipping as a **Project Executive (2-year contract)** in our FPSO team in **Singapore** and gain hands-on experience supporting major Floating Production Systems (FPS) projects around the world. With a track record of over 17 successful FPS projects in the last years, we handle everything from supplier coordination to logistics expediting, documentation management, shipment handling, customs formalities, and project management. Working alongside experienced industry professionals, you will play an integral role in ensuring the smooth execution of shipments in a collaborative and fast-paced environment.

Your Role

- Shipment forecast and planning based on materials expediting report
- Coordinate with client's suppliers on cargo collection and source for suitable sailing for the shipment
- Follow up with overseas offices for freight rates, booking and shipment status
- Source for freight rates from carriers and handle the bookings with carriers
- Prepare shipping documentation, activate shipments, and maintain accurate operational records
- Prepare import and export permits for customs declarations
- Monitor shipment progress on daily basis and proactively follow up on any delays or operational issues
- Provide regular shipment status updates to clients and internal stakeholders.
- Prepare quotations and invoices in a timely and accurate manner
- Coordinate with local and overseas office for tender preparations and submissions
- Prepare monthly report of internal project costs and P&L per shipment

Your Background

- 1 to 3 years of experience in international freight forwarding. Fresh graduates with a strong interest in the industry are welcome to apply.
- Prior experience supporting FPSO freight forwarding projects is preferred
- Ability to work in a dynamic environment and perform effectively under time pressure
- Resilient and adaptable, with the flexibility to support operational requirements beyond regular business hours when required
- Strong organizational and problem-solving skills with attention to detail
- Ability to represent the company and to build strong stakeholder relationships
- Strong verbal and written communication skills in English
- Collaborative team player with a positive attitude, proactive mindset, and willingness to learn.
- Willingness to travel locally and internationally when required

Benefits



Competitive Compensation, AWS



Start from 20 days of Annual Leave



Medical Insurance coverage, Corporate Classpass Plan, Flexi Benefit for Health & Well-Being

About Blue Water Shipping

Blue Water is a global provider of all logistics services in modern supply chain management. The company was founded in 1972 in Denmark, and today, Blue Water has over 2,700 employees at 80 offices worldwide. Every Blue Water office combines a strong global network with local expertise, and the company operates in various dedicated business segments.