

Principle Logistics Specialist

Our client, **Auto Solutions Ltd.**, is seeking applicants for the position Principle Logistics Specialist. The incumbent will be required to support the management of the Automotive Sales Division with ensuring internal and external processes contribute toward the development and growth of the business.

Key Responsibilities Include:

- Managing manufacturer and distributor relationships and operating as due diligence officer for key overseas suppliers
- Examining and evaluating manufacturer, distributor, local market, and business data to monitor sales performance and improvements
- Costing of vehicles and price analysis
- Analyzing and reporting on sales statistics and participating in forecasting exercises
- Controlling inventory and related records including working closely with buyers to ensure the most efficient order cycle
- Carrying out customs clearance related tasks for weekly and monthly shipments including overseas bonded shipments and coordinating vehicle orders using web based systems and excel spreadsheets
- Assisting with year end audit and stock taking
- Producing business presentations, sales packages and management sales reports with strict deadlines
- Researching current and developing sales and logistics solutions in order to generate alternative business and process improvements

Minimum Skills, Education & Experience:

- 4 years' experience in a similar role within the automotive industry
- Proven knowledge of the Bermuda automotive industry
- Experience with a multi-franchise operation is critical
- Understanding of customs clearance and exposure including in-bond shipments
- Experience with CDK or similar fully integrated operating and data system
- Demonstrated ability to foster productive relationships with individuals having significant cultural differences
- Ability to work under pressure, maintain strict deadlines, and prioritize to meet competing demands
- Proven analytical, technical proficiency and effective problem solving skills
- Excellent written and oral communication skills, particularly in the case of senior management and external reporting
- High proficiency with MS Office Suite specifically Excel

Interested applicants should apply in writing to:

Ontru: Human Resources – **Auto Solutions Ltd.**

9 Par-la-Ville Road (3rd floor), Hamilton, HM11

or email: hr@ontru.bm

**All applications must be received no later than
December 18, 2015**