

## 1. Vacant Position: HS codes & Tariff classification Officer (1)



### Key Responsibilities

- Promptly provide information on HS codes, Tariff classification and Import/Export Documentation preparation to relevant declaration officer as required
- Determine Harmonized Tariff Schedule classifications
- Researching and interpreting Customs rulings for HS classification determination the suitable applicable ones
- Effectively handle customer queries and disputes and proactively follow through to resolution into regards HS codes, Tariff classification
- Contribute to departmental improvements
- Work effectively both independently and as part of team Qualification
- Promptly investigate and resolve customers' complaints and escalate if appropriate to the GM/Ops Manager
- Ensure taxes payables/Assessments Tariff have been captured correctly before acceptance of the Tax/Duties
- Effectively handle all issues arising from disputes over tariff and valuation at any stage of clearance
- All other tasks as assigned by supervisor and or manager.

### Requirements:

- Minimum 2 years of relevant experience
- A minimum EACFFPC or Diploma would be an advantage in Clearing and Forwarding
- Knowledge and experience in freight forwarding experience would be an advantage
- Experience and full understanding of Airfreight and Sea freight clearance procedures
- Ability to maintain good working relationships with all stakeholders in the field.
- Good interpersonal relations and communication skills.
- Flexible in work habits and schedules, ready to work for longer hours when required.
- Must have knowledge of government procedures relating to imports & exports knowledge of customs laws pertaining to Tanzania, East and central Africa.
- Possess a high degree of integrity, honesty and confidentiality.
- Ability to generate and write daily reports

## **1. GENERAL REQUIREMENTS**

### **Other Skills & Competencies**

- Excellent knowledge of different customs online systems in East and central Africa such as TANCIS, ASYCUDA, SIMBA, KENTRADE, and TRADEX systems
- Excellent Interpersonal and communication skills
- A very fast learner and attention to details
- Initiative and self-motivated
- Working in dynamic environment
- Flexible as the situation demand
- Working with people of different nature and culture (team player).
- Working under minimum supervision

## **2. MODE OF APPLICATION**

Candidates are required to provide their detailed Curriculum Vitae by including copies of academic relevant certificates, Letter for Local Authority ( Barua ya serikali za mitaa yenye picha) and three work related referees together with there cantactaddresses. The application should be submitted to:

General Manager

**EPIC POINT LTD**

4th Floor Luther House, Sokoine Drive

P.O. Box 14753, Dar Es Salaam

Tell: +255 22 2113105,

Email: [info@epicpoint.co.tz](mailto:info@epicpoint.co.tz)

Web: [www.epicpoint.co.tz](http://www.epicpoint.co.tz)

All the application should reach EPIC POINT LTD on or before 30/November /2017 at 12:00pm. Only shortlisted will be contacted.

NB: EPIC POINT LTD is an equally opportunity employer