

Asia Maritime Pacific is a leading shipowner and operator in both Handysize and Minibulker/Multipurpose Sectors, with a fleet of 21 modern drybulk vessels operating worldwide, with special focus on the Asia-Australia regions, China-West African routes and North/South America. The Company is headquartered in Hong Kong with offices in Beijing, Shanghai, Tokyo, London, Luanda and an on-the-ground presence in Australia and Chile. We are now looking for high calibre individual to fill the following position for our Shanghai office which is located at Lujiazui, Pudong.

Operation and Chartering Assistant (Ref: COM/006/2012) (several vacancies)

The key objective of the role is to assist the Department Head to handle all kinds of chartering and operational activities.

Key Responsibilities

- Collection of chartering market information and tonnage open position as well as circulation of the company's fleet position and tonnage order
- Evaluation of market tonnage for charter-in operation, and running the voyage calculation for the cargo orders and/or COA
- Negotiation and fixing of main terms and charter party details for the voyage and/or time charter under the direction of the chartering manger
- Data entry in voyage calculation program and generation of the voyage after fixing
- Liaison with ship operators for execution of the charter

Requirements

- University graduates or Diploma in Shipping/Transportation/Logistics or equivalent
- Minimum 1 year relevant experience in global chartering, good knowledge in ship operations will be a distinct advantage.
- Excellent command of English and Putonghua, and good marketing skill and connection with cargo sources and/or shipowners strongly preferred.
- Excellent interpersonal, communication, reporting and analytical skills and the ability to communicate with international charterers, owners and shipbrokers is essential
- Proficiency in Microsoft Office (Word and Excel) and experience in using Shipnet (Chartering and Operation program) or similar system is an advantage
- Self-motivated, independent, attention to details, able to handle multi-tasks and meet tight deadlines
- Immediate available is preferable

Candidates who possess with lower education and less experience will be considered for junior position.

We offer competitive remuneration package including discretionary bonus, medical & group life insurance to the right candidate. Interested parties please send your full resume with current & expected salary and quote the reference number to:

ampjobs@ampship.com with attention to **Human Resources Manager**.

For more details on the Company, please visit our website: <http://www.ampship.com>

We are an equal opportunity employer and welcome applicants from all qualified candidates. Information provided will be treated in strict confidence and only be used for consideration of your application for the relevant or similar post(s) within our Group only. Applicants not

having heard from us within 6 weeks from the date of this advertisement may consider their application unsuccessful. All personal data of unsuccessful applications will be destroyed within 6 months.