**Junior Logistics Specialist - 10-month contract**

**Position Snapshot**  
Nestlé Head Office, Athens, Greece  
Reporting to: Warehouse Coordinator and Transport Specialist  
10-month contract. act. rate 100%

**Position Summary**  
A passionate and autonomous professional in the Logistics team who actively contributes to efficient logistics operations through cooperation with internal and external stakeholders, controlling of cost, service, sustainability, quality & safety and taking continuous improvement initiatives.

**A day in the life of...**  
Responsible for activities related to Physical Logistics -inbound transports, warehousing & distribution including:   
•    Smooth daily operations through collaboration with Supply Chain, 3rd Party Logistics, Sales and Business

•    Flawless replenishment & stock control of distributor & regional warehouses  
•    Ensure smooth daily Transport operations through interaction with DSP, Finance, Transport companies, Warehouse team and 3PL

•    Responsible of Commercial Invoices and Freight Invoices posting and completion of Imports Orders

•    Transportation claims management

•    Participation in projects for processes automation and digitalization

**What will make you successful**  
•    University degree in Business Administration/ Economics/ Engineering/ Logistics or any other related field  
•    MBA or MSc in Logistics is considered is a plus  
•    Advanced Excel and Visual Basic knowledge is a plus  
•    Working experience in Supply Chain is a plus  
•    Advanced skills in MS Office, experience with SAP & Power BI is an advantage  
•    Strong communication skills, service and results oriented, self-motivated  
•    Fluency in Greek & English

**Why you should apply?**  
•    Join the leading Food company in the world with more than 83bio CHF sales and presence in 186 countries  
•    Be a part of our dynamic, passionate, and innovative HR Team  
•    Engage with our people from all over the world and join exciting local or international projects and assignments  
•    Take full advantage of unlimited development opportunities through an extensive physical, virtual and hybrid learning ecosystem  
•    Enjoy the wide range of Nestlé benefits such as comprehensive Pension, Health Care & Life Insurance programs, increased Parental leaves, Flexible Work Plans, Baby Support plan & Pet Support plan and many others