

Livestock Export Operations Support - 12 months fixed term contract

Albury, NSW

With the growth of Landmark Operation Limited's export division "Landmark International", an exciting opportunity has been created in the Export Operations team to support the operations team in all aspects of both office and field operations work.

Reporting to the Export Manager, this role is responsible for a wide range of administrative and operational tasks in the preparation of livestock and paperwork for an export consignment.

This role provides a great opportunity to develop and build an extensive understanding of the Livestock Export Industry from the ground up with a unique balance of field work and office work.

The role requires:

- A strong attention to detail
- Exceptional computer skills particularly with data management and analysis
- The ability to communicate, both written and verbally, with a wide range of people and groups from individual farmers, breed societies, government & industry departments
- The ability to undertake regular domestic travel that will include periods away from home including weekends
- An ability to understand and adapt quickly to strict compliance requirements involved in the live export industry, and ability to maintain, develop and update company operating procedures to ensure up to date compliance at all times.

* Must be prepared to work directly with Livestock on a regular basis (medical will be required).

Candidates speaking Mandarin and/or with an understanding of the livestock industry will be highly regarded.

A major point of focus will be the ability of the candidate to display strong attention to detail particularly managing large amounts of data, the ability to work to a strict deadline and the ability to handle pressure.

Please apply online if this role suits your knowledge, skills & experience.

<http://careers.landmark.com.au>

Closing Date: 01 March 2017