

Cargo Representative

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Company: Turkish Airlines

Location: Dallas

Category: other-general

CARGO REPRESENTATIVE

Job Description:

Realizes processes for acceptance, flight preparation and delivery of any cargo and mail carried.

Accompanies loading and unloading of cargo free from any damage and in full.

Performs the first response in order for resolution of any irregularities occurred at cargo shipments.

To develop relations with agents, customers and the companies operating in the industry; to find new markets; and to announce fares/charges, regulations and innovations to the agents.

Inquires and assesses the available and possible cargo potentials at her/his region; and informs the Regional Cargo Manager; and issues a report for such purpose, when and if required.

Establishes and improves cooperation with the cargo agents and other airlines, in order to find cargo for flights of the Company. Realizes visits to agents, and sales-marketing activities as per the marketing program.

Monitors and implements any procedures, instructions and international publications

regarding cargo charges and regulations.

Takes the actions required for systematical performance of cargo sales and services at her/his region.

Contributes to achievement of all targets of the process, where she/he serves, by acting in accordance with policies of the Company.

Provides the official paper (AWB) stocks, keeps them safely, ensures that their distribution and transactions are carried out in accordance with the regulations and instructions.

Coordinates with official authorities and handling agencies, follows rules and regulations.

Desired Skills & Experience

Minimum High School graduation (Associate or Bachelors degree is preferred)

Minimum 1 year of experience in cargo or logistics

Knowledge of cargo operations through understanding of airline cargo sales including pricing strategies

Competency with MS Office products

Good command of English

Excellent communication and negotiation skills

Permanent residence permit in the respective country (The Company will not provide or assist with work permits)

Ability to communicate with co-workers and business contact in a courteous and professional manner

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Cross References and Citations:

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