

Nelly Miranda Simanjuntak

As Custom Brokerage (Logistics Specialist)

Contact

Perumahan Flora Aryana Blok E2
No 21 , Suka Bakti , Kab
Tangerang

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081264217904

Education

Mathematics, 2017-2021
Sumatera Institute of Technology
(ITERA)

Organisation Experience

- Head of External Division of Keluarga Pecinta ALAM ITERA
- Head of PSDM Division of HIMATIKA ITERA
- Head Coordinator of PKD MAPALA Lampung
- Treasury of ICOSITER ITERA 2019

Key Skills

Customs Broker Regulatory
Import certificate Expert
Customs Clearance Strategic and
Solution

Certificate

Certified Custom Specialist
(PPJK)

About Me

A detail-oriented and dedicated professional with strong communications and problem solving skills. Experience in handling logistics, documentation and customer service in fast-paced environments. Passionate about delivering excellent service and contributing to team success

Experience

Jan 2024 – Present. Jakarta Indonesia

**Customs Broker • Import and Export Certificate •
Ceva Air and Ocean Indonesia**

- Preparing Import certificate (SKI) Applications
- Preparing Export Certificate and Health Certificate Applications
- Coordinating with Government Agencies for Documents process
- Maintain records of SKI or HC documents correspondence, approval and related reports
- Collaborates with customs clearance team to ensure smooth import or export process
- Preparing import declaration document (PIB)
- Create BC 2.0 and BC 3.0 on Ceisa 4.0

Jun 2023 – Jan 2024. Jakarta Indonesia

**Customs Broker • Customs Clearance •
Bollore Logistics Indonesia**

- Preparing import declaration document (PIB)
- Create BC 2.0 on Ceisa 4.0
- Ensuring compliance with HS Codes and Duties
- Transmit through EDI final Customs declaration
- Monitoring PIB submission and Approval
- Providing the necessary documents and declaration to the customs is any inspection or physical check of goods

Language

Indonesian Perfect
English Good

Jun 2022 – Jun 2023. Jakarta Indonesia

Customer Services • Oil and Gas Team

Bollore Logistics Indonesia

- Respond customer inquiries related to shipping schedules, documentation, rates and service offerings
- Coordinate with internal teams, carriers and agents
- Checking documents such as Bill of Lading/Airway Bill, Commercial Invoice
- Monitor shipment and update timely updates to customer
- Handle customer complaints or issues efficiently and coordinates with relevant departments to provide solutions
- Maintain accurate records of shipments