

# Commercial Executive

- Career Opportunity
- Huge Exposure
- Based in Sydney CBD

POAGS is the principal Automotive, General Stevedoring, Bulk Logistics and Port Management service in Australia. POAGS operates from a national network of major and regional Ports across Australia.

The Company is committed to providing an environment that is safe for all our employees and together with our employees taking personal accountability for making safe decisions at all times, we can achieve this goal.

## THE ROLE

Reporting to the National RoRo and Commercial Manager and based in Sydney CBD, the primary purpose of the Commercial Executive is to provide contract/Commercial support to the Commercial Manager and manage the drafting and administration of all client contracts. The successful candidate will have been in a Commercial/Analytical role for around two years and is looking to join a fast moving business where their skills and contribution will make a real difference. Candidates will be able to demonstrate excellent communication skills, both written and verbal at all levels in the organisation.

## KEY RESPONSIBILITIES

- Drafting and Analysing client contracts
- Contracts Administration
- Analysing contract profitability
- Tender preparation

## CRITICAL SKILLS & EXPERIENCE

- Completed business degree potentially with focus on Business Analytics and performance
- Previous experience in Commercial/Analytical role
- Advanced skills in Microsoft programs
- Strong interpersonal skills and the ability to communicate with a variety of people

If you would like the opportunity to work in a fast pace environment then apply for this exceptional role today.

Please email resumes to [human.resources@poags.com.au](mailto:human.resources@poags.com.au) APPLICATIONS CLOSE Friday 3 February 2012

POAGS is an Equal Opportunity Employer and provides a smoke free workplace.