



WHY TO CHOOSE ME ?

FOR YOUR IMPORT-EXPORT PROJECTS



1. WHO I AM ?

I'm **Polish** graduated of **Master in Business Administration** (French-Polish program) and I have acquired **15 years' experience** ;

- **in three different countries** such as: Switzerland, France and Poland;
- **in different types of companies** such as: a start-up, SMEs and multi-national companies;
- **in industries such as:** drones, industrial inks, furniture, factory's spare parts and products' handling; pharmaceutical industry; in the raw materials sector such as: spices or rubber; steel industry;

2. MY PROFESSIONAL EXPERIENCE :

I possess **15 years of total professional experience** that I acquired in **3 different countries** such as :

- **Poland (1 year)** in export of the sofas to EU countries
- **France (5,5 years)** in office's Account' Management of 100 small size medium companies in pallets industry. (inventories management and follow up)
- **Switzerland (9 years)** in Import & Export and International transport (sea, air, road and express) and in import-export formalities, supply chain coordination

3. WHY TO CHOOSE ME ?

- **First of all**, because I'm a very **polyvalent, perseverant and meticulous person**.
- **Secondly**, because **I'm able to work in a proactive, logical and analytical manner** by being able to focus on details and to know how and where to look for needed information in order to provide you the best quality of services.
- **Finally**, because I'm very loyal, serious and courageous person who act with integrity and honesty even under the pression and being passionate about international trade compliance, I'm trying to always ensure that my services are correctly done in compliance with international rules and laws ;

4. MY PURPOSE IS?

- **to carry out customs formalities** for import and export flows ;
- **to anticipate and resolve in advance shipping problems** related to import and export topics;
- **to save companies' time** by simplifying their procedures and the quality of work;
- **to respect the deadlines;**

5. HOW?

- With an analytical and proactive mind, **I work to anticipate problems, optimize tasks and put in place preventive actions**.
- I am very oriented towards customers satisfaction and all stakeholders **by listening and understanding their needs**.
- Being very organized, meticulous and versatile person, **I'm taking care to act always with integrity and honesty in order to protect your business and reputation**.

6. MY SERVICES :

A. Transport organization - by sea, air, road, courier :

- Research and obtaining the best possible quotations with regards to your needs.
- Preparation of Import and Export Documents.
- Management and follow up of the deliveries.

B. Supplier's research and selection :

- Negotiation of conditions : prices' materials and transport conditions ;
- Preparation of Excel's Dashboard (prices, quality information, manufacturing and delivery time);


C. Import/Export flows preparation for your new projects :

- Check the specificities and requirements of your planned destinations ;
- Determination of the Hs codes ;
- Preferential/ Non-preferential origin ;
- Choice of the incoterm 2020 most suited to your needs ;
- Determination of transport's mode (by air, sea, road or express) ;
- Verification of Import taxes according to the destination, the product and the commercial value of the shipment ;
- Determination of the Export documents requested by destination ;
- Study of insurance needs ;

D. Design and preparation of supply chain's flows & procedures for your ;

- New onboarding employees ;
- Internal teams ;
- Stakeholders (Clients, Suppliers and Third parties) ;
- The purpose is to present them in an easy way your activity for its better understanding and optimization ;

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