About Apex Logistics
We are a leading global provider of the

**ESSENTIAL SUPPLY CHAIN SOLUTIONS**

- **Air Freight**
- **Ocean Freight**
- **Supply Chain Management**
- **IT & Customs Brokerage**

- More than **2,500** Employees
- Apex Owns **41** offices
- Presence in **70 countries** Worldwide
- Serving more than **20,000** customers

**$3.88 + billion** in Global Revenue

**Top 7 2020 Global Airfreight Service Provider**

**Top 1 2020 China Airfreight Service Provider**

- **North America**
  - Chicago
  - Dallas
  - Los Angeles
  - New York
  - San Francisco
  - Columbus
- **Europe**
  - Amsterdam
  - Frankfurt
  - Liège
- **Greater China**
  - Shanghai
  - Beijing
  - Chengdu
  - Chongqing
  - Guangzhou
  - Hangzhou
  - Nanjing
  - Ningbo
  - Qingdao
- **Other offices in Asia**
  - Bangkok
  - Hanoi
  - Ho Chi Minh City
  - Kuala Lumpur
  - Seoul
  - Singapore
  - Sydney
  - Melbourne
  - Auckland

Our Own 41 Offices
Our Agents
Hiring Location: Los Angeles

Office 1: Rancho Dominguez
Office 2: Hawthorne

Internship: $20/hr

✓ Learn the whole supply chain through daily operations.
✓ Utilize your school knowledge to improve the work flow and efficiency.
✓ Build multi-task capability through your internship.
✓ Coordinate with teams from various cultural background.

Your daily duties may include:

- **Warehouse clerk** – including check in for truckers, warehouse in and out, inventory management, WMS usage....
- **Operations** – Arrange pickup and delivery, check cargo information with terminals and airlines, optimize truck load and route...
- **Customer Services** – Update milestone in system, AR Billing, AP Invoice, update/create reports per customer requirement, create SOP, communication between different Apex stations...
- Other duties to be assigned based on project.

**Basic Requirement**
- Pragmatic and diligent
- Hard working
- Bi-lingual (EN and CN) is plus
- At least 4 yrs of college
- Collaborate with different teams
- Good communication skill
- Multi-task
- Familiar with Microsoft Office Tools