



**LOGISTICS COORDINATOR**

**Post:** January 31, 2018  
**Position Type:** Permanent Full-Time  
**Hours of Work:** Monday to Friday 8:30 AM – 4:30 PM (37.5 hour work week)  
**Location:** Richmond, BC  
**Compensation:** Commensurate with experience

We are presently recruiting for a permanent full-time **Logistics Coordinator** in our Logistics Supply Chain department. Working under direction of Supervisor, Logistics Forwarding and reporting to the Director, Logistics & Supply Chain, the Logistics Coordinator facilitates the transport of goods in the most cost effective and timely manner in order to meet customer and Company requirements, while considering profitability on each shipment.

**Main Responsibilities:**

- Prepares rate quotations to customers to provide best cost and routing methods available for both import and export business.
- Coordinates with overseas agents on the readiness of cargo and maintains regular status updates on our website to facilitate customer viewing. Develops consolidations while maximizing revenue and ensuring maximum capacity while meeting customers required ETA.
- Addresses shipping problems and/or delays to customers while providing customer service through telephone/e-mail communication, and outside sales calls.
- Obtains new rates from ocean carriers for comparison and submission of quotation to customers.
- Handles day to day customer service inquiries and problem solving through internal or external methods.

**Skills and Qualifications:**

- This position requires an individual who is detailed oriented, strong computer skills (Excel), enjoy working to deadlines with strong communications and customer service skills.
- Preference will be given to individuals with 2 – 3 year experience and / or Logistics Specialized Certificate.

ContainerWorld offers an attractive package which includes competitive compensation, excellent benefits and a great Company culture.

To apply for this position please email your resume and cover letter with your salary expectations and title of the position you are applying for to [careers@containerworld.com](mailto:careers@containerworld.com)

*We thank all applicants for their interest; however, only those selected for an interview will be contacted.*