

Employment Opportunity

Logistics Coordinator

Thiele Kaolin Company, a leading provider of tailored mineral solutions, is currently recruiting for a Logistics Coordinator. This position is located in Sandersville, Georgia.

SUMMARY OF POSITION:

We are seeking a Logistics Coordinator to be based at our corporate headquarters in Sandersville, GA within our Purchasing & Logistics Group. This role will support all aspects of the transportation of finished goods of outbound orders with an emphasis on export ocean containers and domestic rail shipments.

SKILL REQUIREMENTS AND QUALIFICATIONS:

- BS Degree in Business Administration, Supply Chain & Logistics or related field
- Minimum of 5 years' experience working in a similar role in a manufacturing or distribution environment related to United States exports or imports, a support-related service in logistics either in freight forwarding or transportation
- Strong communication and interpersonal skills (verbal and written)
- Detail-oriented and ability to multi-task in a fast-paced work environment
- Excellent organizational, time management and prioritization skills with an ability to respond to urgent matters quickly and work independently
- Good judgement skills
- Strong computer skills in all Microsoft platforms, especially Excel (freight software a plus).

PRIMARY RESPONSIBILITIES:

- Work closely with Purchasing Director, Operations/Shipping, Sales and Customer Service to ensure a smooth and efficient Supply Chain operation from Plant to Consumer/Distributor.
- Track and trace outbound export and domestic orders as needed to ensure on time delivery—respond to expected and unexpected delays in the supply chain and provide solutions/opportunities for improvement.
- Work closely with both internal and external departments to make sure adequate inventory of bagged product is at Georgia Kaolin Terminal to meet current demand.
- Work with our drayage truck transportation partner(s) to make sure pick-up and delivery of ocean containers and finished good is on time and in coordination with Thiele Shipping and Georgia Kaolin Terminal.
- Handle the disputes of detention/demurrage at origin or destination that need special or detailed attention.
- Along with the Director of Purchasing & Logistics, keep up with global supply chain Current Events and market information that could provide necessary feedback for Sales and Operations.
- Recommend and research optimal transportation modes of finished goods as well as assist in new export container rate requests. Plan and implement improvements to internal and external logistics systems or processes to drive out unnecessary costs.
- Resolve problems concerning transportation, logistics systems and customer issues as needed.
- Analyze the financial impact of the supply chain to meet company goals and to allocate Logistics as a profit center for the company.

Thiele offers excellent pay and a comprehensive fringe benefits package. This package includes medical and life insurance, dental, vision, sick pay, LTD, paid vacation and holidays, 401K, and educational assistance.

Qualified candidates should email a resume to latonya.martin@thielekaolin.com. **Please note “Logistics Coordinator” in the subject line.**

Any job offer will be contingent upon the successful candidate passing a physical exam, including a drug screen and a background check as warranted.

Thiele Kaolin Company is an Equal Opportunity Employer.

Thiele Kaolin Company is a Drug Free workplace.

