

Senior Logistics Specialist (work from home)

Job description

About Us:

M2 Distribution Ltd (Tyger Auto) is a diligent team of automotive experts, leading the aftermarket auto parts industry in North American via multi eCommerce platforms. We base in Coquitlam,BC, with warehouses located in California, USA.

We are looking for an experienced Senior Logistics and Inventory Control Specialist to join our fast growing auto parts distributing company.

Job Duties:

- Performing accurate order entries into the company's software program
- Track loads to ensure on-time pick up and delivery requirements are met or exceeded
- Assist in trouble-shooting carrier specific issues from the point of booking until completion
- Contact and maintain good relationships with carriers or forwarders
- Ensure all necessary load information and updates are delivered to applicable team members
- Monitoring orders' logistic progress
- Monitor inventory level and check inventory discrepancy

Requirements:

- Bachelor's degree in logistics or relevant supply chain field.
- Minimum 3 years work experience in logistics or inventory management
- Experience of Amazon and eCommerce operation
- Experience of managing third party warehousing services
- Proficient in Excel Spreadsheets (Pivot Table, V-lookup)
- Fluent in English and Mandarin both in writing and speaking.
- Very detail oriented and the ability to multitask.

- Quick learner

- Problem-solving skills

Job Location: Coquitlam, BC.

Work Remotely: Yes.

Employment type: Full-time

Working Hours: Monday - Friday, 9:00 A.M - 5:30 P.M.

Job Type: Full-time

Benefits after 3 month probation:

- Dental and Health insurance
- Paid time off

Salary: \$55,000.00 per year

Supplemental pay types: Bonus pay

To apply, please send resume and cover letter to Nicole@m2-distribution.com.

Due to very high levels of interest, only successful candidates will be contacted.