

RCT Logistics - Logistics Coordinator

This role will collaborate with both operations and sales teams to successfully develop carrier and client relationships. Under the guidance of management and team members, the Logistics Coordinator will begin operationally focused but has the opportunity to develop into a larger role. We want our new team members to grow as they learn and become integrated into RCT.

Ideal Qualifications:

- Able to multi-task in a fast-paced ever-changing environment
- Ability to communicate effectively and clearly
- Self-motivated, able to work independently
- Excellent organizational skills
- Integrity
- Customer service-centric mindset
- Proficient computer and phone skills (Microsoft Word and Excel, Google Workspace, and web-based software)
- Previous experience in logistics is a plus but not a necessity
- College degree preferred but not required based on experience

Responsibilities:

- Cultivate and develop carriers and customers to build and maintain longstanding relationships through consistent communication and high customer service
- Manage daily shipment activities, resolving any issues to ensure customer satisfaction
- Input and process accurate data into our transportation software.

Position Details:

- Competitive base salary along with monthly commission
- Full Time, Salaried position
- In-office work mandatory, after 1 year of employment, occasional remote work available as approved by management.
- Great team culture
- Casual dress code

Benefits:

- Competitive base salary along with monthly commission
- Paid time off. 15 days' vacation upon hire
- Company matched 401k
- Medical insurance
- Year-end company bonus opportunity
- Huge opportunity for growth in a very fast-growing company.