



COMPANY PROFILE: Headquartered near the Seattle waterfront, with a second office in Tukwila Washington, Sprint Forwarders is an energetic global logistics organization built on values of customer service tailored to meet our clients' needs. We are committed to hiring the best logistics team. Earning this position means that you are ready to bring a strong work ethic and the commitment necessary to help us achieve excellence in our industry. If you are a talented individual and are interested in working alongside a great team, then this is the company for you!

JOB DESCRIPTION: As our new Logistics Specialist you will be responsible for serving as the primary company contact with the customer as well as working closely and negotiating with vendors. You will be assigned specific customers and then cross trained so that you can feel confident handling other aspects of the business.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Manage all customer transactions via internet and phone. Speak with customers to answer questions, offer knowledge, book cargo, prepare documentation, and solicit orders. Negotiate with clients, ocean/air carriers, and truckers.

KNOWLEDGE and SKILLS:

Excellent organizational skills (planning and prioritizing)

Accurate and detail oriented

Proven ability to multi-task

Great communication and interpersonal skills

Knowledgeable about company services and the industry in general

EDUCATION and/or EXPERIENCE:

Minimum: associates degree or equivalent is required

Previous experience: Minimum 2 years with freight forwarder, ocean carrier, NVOCC, customs broker or related industry

COMPUTER SKILLS: Skilled in Microsoft programs including Word, Excel, and Outlook

THE OPPORTUNITY PROVIDES:

Teamwork in a creative and growing company

Participation in an entrepreneurial work environment

A career with a premier Washington logistics company

HOW TO APPLY: Please submit resume and cover letter to: Jocelyn.roemer@sprintforwarders.com

Job Type: Full-time

Location: 3131 Elliott Avenue Suite 350 Seattle WA 98121

Salary: DOE

Benefits package includes health insurance, retirement plan, paid time off, dog friendly office, free parking