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# Example of Logistic Specialist Job Description

Our company is searching for experienced candidates for the position of logistic specialist. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for logistic specialist

* Manage and control the flaw of materials and hand over to customer
* Issue project-/contract specific Shipping, Packing and Marking Instructions
* Establish shipping plan for main lots
* Evaluate quotations and negotiate with service providers
* Issue transport, customs and cash-in documentation
* Organize transportation as per contractual delivery term
* Maintain cost control – MCR Monthly Cost report
* Support Procurement community to define transport costs and duty rates for total cost analysis of equipment and systems
* Extract short/mid/long term business requirements by communicating with key stakeholders (Goals, Trends, ) to guarantee that the strategy is aligned with the business
* Lead weekly meetings informing status, risks and next steps for Procurement Warehouse and Transportation activities

## Qualifications for logistic specialist

* Background in communications and radar systems
* APICS CPIM or CSCP [preferred]
* Worldwide destination knowledge helpful
* May be required to travel 2-30 days per year for training, conventions
* A Bachelor's degree or equivalent combination of training and experience (Preferably in Human Resources)
* Great communication skills and the ability to communicate with all levels of management