



Example of Logistics Executive Job Description

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Our innovative and growing company is hiring for a logistics executive. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for logistics executive

- Knowledge of international tariff coding and classification procedure
- Knowledge and experience with customs documentation
- Manages budget for off-site storage
- Manages physical moves and deaccession projects
- Ensures the consistent use of inventory processes across digital and physical
- Champions change management through cross training on all three teams
- Sets up training on film handling and other physical inventory skills
- Support Sr Manager, Distribution and Systems on systems-related issues dealing with inventory
- Collaborates closely with Archive senior management to make sure inventory is in line with all initiatives
- Acts as key representative to Tech Ops on all inventory issues

Qualifications for logistics executive

- IT Domain Knowledge (Engineering, Operations, Data Center, Applications,)
- deep domain expertise in 1-2 areas
- Expertise of IT standards/frameworks
- Bachelor's Degree in business or social sciences would be beneficial
- Overall work experience of 13 to 15 years in Distribution sector and in client facing roles, primarily sales and delivery
- Minimum 2 years supervisory experience in a warehouse and logistics

