

Yaskawa Solectria Solar is America's leading manufacturer of high power photovoltaic inverters for solar applications. Join a driven and innovative team working in a fast paced and challenging high technology environment. Let your talent fuel one of the nation's fastest growing industries. We offer an excellent benefit package, the ability to work with cutting edge technology, and room for professional growth and career advancement within the company. Yaskawa Solectria Solar is an Equal Opportunity Employer. Qualified candidates should send their resume and a detailed cover letter to: HR@solectria.com

POSITION DESCRIPTION

TITLE: Logistics Coordinator
SUPERVISOR: Supply Chain Manager
CLASSIFICATION: Non-Exempt, Full Time Position
REFERENCE CODE: OPS-2016-193

Overview: Coordinate the efforts required to bring in raw materials and supplies and ship finished product to customers. This position requires quick thinking and rapid responses when problems arise. Success requires good oral and written communication skills, leadership traits, organization, time-management skills, and an ability to interpret financial data and estimate costs. This position is both tactical and strategic.

Duties:

- Develop inbound and outbound shipping strategies for production shipments, customer service shipments and materials purchases. Manage to those strategies.
- Aggressively negotiate prices with freight brokers and OEMs to attain lowest possible total cost.
- Perform day-to-day outbound revenue shipments to drive OTD metrics. 98%+
- Continuously reduce cost, managing fuel surcharges, density shipping lanes, etc.
- Ensure shipping compliance with state, federal, and international regulations.
- Assure customer service objectives are met with both inbound and outbound support.
- Support Sales and Marketing with shipping quotations and coordinate the movement of samples, trade show materials and other similar shipments.
- Have an organized method of keeping history freight transactions
- Preparing complex traffic proposals for customer bids quickly
- Develop a shipping plan looking forward at least three days. Coordinate with planning and production departments to ensure all functions are on track to meet shipment schedule.
- Evaluating suppliers based on their capabilities, financial strength, ability to meet Solectria Renewables' quality requirements, price and on time delivery. Negotiates with supply sources to meet technical requirements.
- Ascertain industry/logistics best practices to identify new and/or unique programs to differentiate Solectria from the marketplace and drive customer satisfaction.
- Perform regular business reviews with logistics suppliers

Skills Required:

Excellent writing, organization, presentation and communication skills
Proficient in all MS Office applications, including Project, familiarity and experience with
MPS/MRP Systems or major ERP systems such as SAP or Oracle.
Able to learn new PC based systems quickly – Photoshop, Adobe Acrobat Writer, Quickbooks,
MISys SBM, Salesforce, Servicemax
Able to multi-task
Proven organizational skills
Enjoy working in a fast paced environment in the renewable energy market
Keen Attention to detail/Ability to react to rapidly changing environments

Requirements:

Two year degree from an accredited College. Preferably in business, supply chain, science, or
engineering. Project Management Experience/Training essential. Graduate work a plus.
3 years' proven experience as logistics coordinator
Experience managing UPS, FedEx or other similar on-line software systems, International experience and ITAR
knowledge helpful.