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# Logistics Coordinator

**Posted by:** GK Courier Services

**Location:** Edmonton

**Salary:** \$36.00 Per Hour

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## Job Details

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**Job ID**

NCJ3046454

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**Posting Date :** 16-Sep-2025

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**Expiry Date :** 15-Mar-2026

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**Education :** Diploma

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**Language :** English

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**Vacancies :** 1

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**Years of Experience :** 1 year

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**Job Type :** Full Time

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## Job Description

**Location:** 11020 96 Street, Edmonton, AB T5H 2K8

**Salary:** 36.00 hourly / 35 hours per week

**Terms of employment:** Permanent employment, Full time, Evening, Shift, Morning, Night, On call, Day, Weekend, Overtime available

Starts as soon as possible

1 vacancy

## **Overview**

## **Languages**

English

## **Education**

College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years or equivalent experience

## **Experience**

1 year to less than 2 years

## **Responsibilities**

### **Tasks**

Prepare and submit reports

Resolve work problems, provide technical advice and recommend measures to improve productivity and product quality

Train workers in duties and policies

Arrange training for staff

Co-ordinate, assign and review work

Requisition or order materials, equipment and supplies

Plan, organize and oversee operational logistics of the organization

## **Supervision**

Purchasing and inventory clerks

Shippers and receivers

Transportation route and crew schedulers

## **Additional information**

## **Work conditions and physical capabilities**

Work under pressure

**Personal suitability**

Flexibility

Reliability

Team player

Accurate

**How to apply**

**By email**

2361717abltd@gmail.com

**By mail**

3386 Chickadee Drive NW

Edmonton, AB

T5S 0L2

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