

SHIPPING COORDINATOR

A shipping coordinator is responsible for export logistics, the execution of shipping services and compliance documentation activities required for in/out-bound shipping activities.

WHAT RESPONSIBILITIES WILL I HAVE?

- Manage key relationships and negotiate freight rates with shipping merchants and traders
- Execute stevedoring activities
- Supervise loading and unloading of shipping vessels
- Coordinate functional logistics staff internally to facilitate land based freight movements, both inbound and outbound from port; communicate shipping schedules, orders and meeting deadlines
- Review orders and available inventory
- Process order changes/cancellations
- Determine the most efficient and economical method of shipping
- Create shipping paperwork and schedule loads
- Coordinate returns and reconcile inventory counts
- Follow established policies, procedures and objectives



WHAT EDUCATION & TRAINING IS REQUIRED?

Associate's degree in logistics or related field is preferred but not required

THE FOLLOWING HIGH SCHOOL COURSES ARE RECOMMENDED...

Agricultural education, business and computer courses, personal finance, foreign language, mathematics

TYPICAL EMPLOYERS

Medium to large-scale agricultural companies that continually ship and receive goods and products

FUTURE JOB MARKET/OUTLOOK



SUGGESTED PROFESSIONAL ORGANIZATIONS & ASSOCIATIONS

- International Air & Shipping Association
- Mid-America International Agri-Trade Council
- Grower-Shipper Association
- Midwest Shippers Association

AVERAGE ANNUAL FULL-TIME SALARY

\$44,000