

**General Information**

Job Title: Supply Chain Planner (Logistics Coordination)

Job Location: Houston, TX 77034

Date Posted: 7-13-2018

Job Type: Full Time

**Job Description:**

Supply Chain Planners work within a team setting to deliver excellent customer service by effectively scheduling and delivering value-added transportation, warehousing and distribution services. They are responsible for the input, maintenance, and research of data in one or more of the following systems (IES, TMS, WMS, OMS, SLX). They correspond daily with warehouse personnel, customers and/or vendors to make confirmations, status updates, service changes, or to report and resolve variances. They prepare, audit, deliver and receive documentation pertaining to one or more of the following areas: Exports, Distribution, Transportation, Kegs processes and systems testing.

**Job Requirements:**

High school diploma or general education degree (GED) required; with one to two years of experience in logistics/supply chain field; or equivalent combination of education and experience. Bachelor's Degree in Supply Chain Logistics or related field is highly desirable. Candidate must have excellent oral and written communication skills; working knowledge of MS Word, MS Excel, MS Outlook, and MS Explorer; and the ability to quickly learn a variety of proprietary software. The candidate must have good organizational skills with the ability to manage multiple priorities while providing excellent customer service.

Relocation assistance will not be provided for this position.

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