

**Carhartt is the original US workwear brand that has been creating high quality workwear since 1889 to serve and protect hardworking people. Our products are robust and excel in durability, comfort, functionality, fit and styling. Customers and craftsmen appreciate our products and have often been fan of our legendary American brand for many years. Our products can be used for many (professional, crafts and active outdoor) activities and can be worn during and after work.**

**For our Operations team at Carhartt EMEA/PAC, we are now looking for a**

## **Logistics Coordinator**

The Logistics Coordinator handles all outbound logistics-related activities and is the contact person for both internal colleagues as well as external (3PL) warehouse facilities. The Logistics Coordinator also monitors and handles inbound deliveries from our (international) suppliers, working with the Demand & Supply Planning team. The Logistics Coordinator is working closely with the Operations Manager and the Customer Operations team as well as with logistics team members at Carhartt Inc. (US).

### **Duties and responsibilities**

- Act as a contact person for all logistics related issues/questions.
- Plan, monitor and check all outbound deliveries for B2B and B2C (tracking sheet & track & trace). Monitor delivery performance of shipments by logistics partners and advise on improvements. Actively chase outgoing orders, which are not delivered (or not delivered per SLA agreements).
- Monitor purchase orders & handle inbound deliveries (purchase orders and returns); administrative receipt of inbound goods in the ERP system (SAP S4/HANA) including collecting all relevant import goods, communicate receipts to the internal organization. Investigate stock discrepancies.
- Work with our 3PL partner Bleckmann to manage the capacity of the 3PL warehouse regarding pick tickets sent, so shipments leave the warehouse per the agreed KPI's. Send weekly outbound forecasts to 3PL partner. Determine priority regarding pick tickets, in coordination with Sr. Logistics Coordinator / Operations Manager.
- Manage and liaise with our 3PL partner to solve issues.
- Book deliveries (on client portals etc.) and arrange transportation & pickups of forwarders. Coordinate deliveries with logistic partners of customers (mainly collecting freight forwarders)
- Manage (all) physical returns including actual pickups or supply of prepaid return labels.
- Problem solving in case of discrepancies with 3PL partner. Have stock checks being executed in case of quality issues or stock discrepancies. Handle freight claims.
- Handle transport/logistics and returns of visual merchandising packages (fixtures/signage/POS).
- Request and/or create (export/customs) documents for customers and act as contact person for customs related questions/issues inbound & outbound (customs invoices are done by 3PL partner).
- Other tasks as assigned by the Customer Service manager.

**What do you bring to the table?**

- MBO 4 level education, preferably in logistics / supply chain
- Minimum of 2 years of relevant work experience in a logistics role, demonstrates expertise in this field
- Ability to efficiently organize, prioritize and schedule workload; time management and organizational skills as well as being able to accurately identify priorities.
- Business level English verbal and written communication skills required, preferably able to understand and communicate (verbally and written) the Dutch language. English is our business language, and all company communication, meetings and systems are in English.
- Demonstrates professional level computer skills, specifically Microsoft (office) applications such as Excel (mandatory), SAP S4/HANA.
- Attention to detail, used to working with deadlines.
- Living in the greater area of Amsterdam, the Netherlands.

**What do we have to offer?**

Carhartt is a family-owned company for 135 years now and stands for transparency, honesty, authenticity, and respect. The Carhartt EMEA/PAC team currently consists of around 80 associates. We offer a 37-hour week, a hybrid way of working, a strong employee benefits package, 25 leave days per year. We supply you with home office equipment in case you would like to work from home for part of the workweek. Finally, we have a great EMEA team that you will join in our beautiful office in Amsterdam-Oost!

Salary range for this role: €3.350 - € 3.500 gross per month

*Please note* that we are Carhartt workwear and *not* Carhartt Work in Progress, which is a different company and not part of the original Carhartt brand.

**Application process**

We will (only) contact candidates with a suitable background (see entry requirements) and potential match for this role who live in the greater Amsterdam area. Please apply with your CV (Resume) and motivational letter via LinkedIn.

The first interview will be online (via Teams), the second interview will take place at our office.

**Interested? We would like to hear from you!**