



Fishing
means
the world
to us.™

We're Hiring

Logistics and Sales Support Coordinator

Ocean Choice International (Ocean Choice) is a family owned and operated Newfoundland Company. We are one of Atlantic Canada's most diversified seafood companies, sustainability producing and marketing a full range of shellfish, groundfish and pelagic species. All of this would not happen without our people working right here at home. At Ocean Choice we're all about families, connected to each other and our communities.

We are currently accepting applications for a dynamic, highly skilled, and organized individual for a 6-month temporary position for the role of Logistics and Sales Support Coordinator for our head office in St. John's. Reporting to the North American and International Logistics Managers', the Logistics and Sales Support Coordinator will perform their duties with a high degree of efficiency and accuracy.

The Coordinator is responsible for all steps of an order including receiving and entering sales orders and stock transfers from customers and sales staff, arranging ground transportation, invoicing customers, and preparing documents for customs clearance. Working closely with Product Managers, Sales Representatives and Operations staff, the Coordinator will also monitor inventory levels and respond to customer inquiries. The coordinator will assist a team of salespeople and be responsible for a variety of tasks and small projects as required.

The right candidate is a team player, a problem solver, is detailed oriented, articulate, and dedicated to exemplary customer service. This individual must be able to work in a fast-paced environment and prioritize tasks.

Qualifications for this position include a two-year business or accounting diploma, supplemented with work experience in a highly computerized environment. An equivalent combination of education and experience will also be considered. Salary will be commensurate with qualifications and experience.

Interested candidates should apply, in writing to hr@oceanchoice.com or mail resumes on or before Wednesday, February 5, 2025.

Ocean Choice International
Attn: Human Resources
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Ocean Choice is an equal opportunity employer.