Apollo Aerospace Components is a growing Aerospace Distribution business.

We are seeking an enthusiastic and highly motivated person to join our team as:

**Logistics Co-ordinator, Poland – Mielec**

## Your responsibilities

* Coordination of all our inbound activity in Europe
* Arranging collections for the inbound deliveries for Europe, transfers to PL, UK, FR and India
* Ensuring goods ship out from the supplier in timely manner
* Controlling deliveries to be sent not earlier than requested
* Negotiations of transport costs, monitoring shipments costs as per 2023 target
* Chasing transports, updating interested sites, addressing, and resolving shipment issues
* Planning and Consolidating shipments to reduce our freight charges
* Preparing shipping documentation, CMR Letters, Customs clearances handling
* Building Global Transport Chain with support of management

## What we require:

* Logistics experience required, at least 2 years
* Very good MS Office level, especially excel functions
* Excellent communication skills, fluent English written and verbal
* Excellent organizational, planning and reporting skills
* Well seen experience in aerospace branch
* Ability to develop long term relationships

What benefits we offer

* Elastic/ flexible time of work, no panic about being late
* Hybrid / remote work possible, concentration on results and targets
* 15 min break plus additional 5 min from employer
* Multisport cards, sharing the costs of sports activities
* Work in a small enthusiastic team in Poland of 15 people
* Sharing the costs of professional trainings & courses
* Daily support and know-how of our Apollo Global Teams
* Trainings on site, possibility to be trained abroad
* Financial stability as being part of American Corporation, Supply Technologies
* Modern environment of work in our new facility, we moved in 2022
* Possibility to grow, develop and take part in variety of new projects
* Integration events, workshops, team building activities
* Parking space for employees, sweet cookies to enjoy with coffee & tea

**Aneta Cygan-Rzeminska**, **General Manager Apollo Poland**  
Lotniskowa 8, 39-300 Mielec **T:** +48 17 881 13 00 **M:** +48 790 889 524  
**Email:** [Aneta.Cygan-Rzeminska@Apollo-Aerospace.com](mailto:)   
**Website:** [www.apollo-aerospace.com](https://apollo-aerospace.com/) | [www.supplytechnologies.com](http://www.supplytechnologies.com)