

WORK VAPOR

Job Link: <https://workvapor.com/jobs/logistics-coordinator-50k-70k-freight-operations-232309/>

LOGISTICS COORDINATOR – \$50K-\$70K – FREIGHT OPERATIONS

HIRING ORGANIZATION

BlackBridge Logistics

EMPLOYMENT TYPE

Full-time

BASE SALARY

USD 50000 - USD 70000

JOB LOCATION

New Jersey, United States

? Remote work from: United States

DESCRIPTION

Logistics Coordinator

Company: BlackBridge Logistics

Location: Township of Wall, NJ

Work Type: Hybrid

Employment Type: Full-time

Salary: \$50,000–\$70,000 per year

Schedule: Monday–Friday

Preferred Hours: 7:00 AM–3:00 PM Eastern

Alternative Hours: 8:00 AM–4:00 PM Eastern

Contact Details

Email: vfabrico@blackbridgerecycling.com

About BlackBridge Logistics

BlackBridge Logistics provides freight and transportation services.

The company grew from BlackBridge Recycling and its experience moving freight across the country. BlackBridge Logistics focuses on communication, customer service, reliable operations, and adding value to each transaction.

About the Position

BlackBridge Logistics is looking for a Logistics Coordinator to support the daily movement of freight.

DATE POSTED

? 09/06/2026

This is a hands-on position. The coordinator will communicate with drivers, carriers, and customers while keeping loads organized and moving on schedule.

The role requires strong attention to detail, good judgment, communication skills, and follow-through.

Key Responsibilities

Daily Freight Operations

- Check in with drivers and carriers.
- Confirm pickup ETAs.
- Confirm delivery ETAs.
- Keep customers updated.
- Identify delays and service issues.
- Help resolve freight problems.
- Post uncovered loads.
- Help secure carriers for open loads.
- Confirm carrier information after booking.
- Confirm driver information after booking.

Load Management

- Build loads in Alvys.
- Update loads in Alvys.
- Maintain accurate load information.
- Maintain carrier information.
- Maintain driver information.
- Maintain pickup and delivery information.
- Update loads while they are in transit.
- Upload proof of delivery documents.
- Upload supporting documents.
- Send completed delivery documents to customers.
- Follow up on outstanding items.

Planning and Future Freight

- Review upcoming freight.
- Identify uncovered loads.
- Post future loads for coverage.
- Prebook available loads.
- Confirm upcoming trucks.
- Confirm upcoming drivers.
- Build future loads in Alvys.
- Work ahead on freight scheduled later in the week.

Required Skills

- Strong organizational skills.
- Good communication skills.
- Strong attention to detail.
- Good judgment.
- Strong follow-through.

- Problem-solving ability.
- Ability to stay organized in a busy environment.
- Ability to adjust when plans change.
- Comfortable speaking with drivers.
- Comfortable speaking with carriers.
- Comfortable communicating with customers.
- Willingness to take ownership of assigned work.
- Ability to learn new systems and tools.

Preferred Experience

- 1–5 years of experience in logistics.
- Freight brokerage experience.
- Transportation experience.
- Dispatch experience.
- Similar freight or logistics experience.

Recent graduates are also encouraged to apply.

Previous experience is not the only consideration. The company can teach its systems and processes.

Technology and Process Improvement

BlackBridge Logistics uses technology, AI tools, and automation to reduce repetitive work and improve efficiency.

The coordinator should be comfortable learning new tools. The company also welcomes ideas for improving, simplifying, or automating processes.

Career Growth

There is no fixed path for the position.

Employees who enjoy operations can continue developing in that area. Employees interested in carrier sales or customer sales may also have opportunities to learn those areas and work toward future growth.

Work Schedule

- Monday through Friday.
- Preferred hours are 7:00 AM–3:00 PM Eastern.
- 8:00 AM–4:00 PM Eastern may also be considered.
- Hybrid position.
- Must be able to work from the Wall, New Jersey office most days.
- Some remote flexibility is available.
- This is not primarily a remote position.

Benefits

- 401(k).
- 401(k) matching.
- Health insurance.

- Dental insurance.
- Vision insurance.
- Life insurance.
- Paid time off.
- Flexible schedule.

Compensation

Salary is \$50,000–\$70,000 per year.

Compensation is based on experience, background, and qualifications.

How to Apply

A cover letter is not required.

Send your resume or other relevant material directly to:

vfabrico@blackbridgerecycling.com

Applicants may also submit creative material that shows how they think, communicate, or approach problems.

Company Contact Information

BlackBridge Logistics

Township of Wall, NJ

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Employment Type: Full-time

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