



GHANA

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UNITED STATES

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Logistics Coordinator

Line Manager: Chief Executive Officer

Type: Full-time | **Department:** Operations | **Location:** United States | **Timing:** Immediate

Jetstream seeks a sharp, methodical logistics coordinator to be the point person for logistics coordination and business development. This person will play a key role linking African businesses to transparent and reliable cross-border trade lanes in the US and Canada.

About Jetstream:

Jetstream is igniting a revolution in cross-border trade logistics for African SMEs. Our technology gives African businesses more visibility and control over their global supply chains. Drawing on a rare mix of mission-driven energy and on-the-ground know how, Jetstream provides end-to-end logistics between African businesses and global markets, for imports and exports of any size. A customer simply books a shipment online, makes their goods available for pick-up, and Jetstream's network of freight carriers, customs agents and ground transporters handle the rest.

Jetstream is based in Tema, Ghana. Our trade lanes link West African countries to each other, and to North America, Asia, Europe, and South Africa.

The Position:

Jetstream is hiring a full-time Logistics Coordinator to build out the company's logistics network in the United States and Canada. The successful applicant will have an exceptional work ethic, proficiency in managing logistics operations, and a track record of leadership and entrepreneurial thinking. Close alignment with Jetstream's GRIT values: Growth, Results, Integrity and Trust, is essential.

The Logistics Coordinator is responsible for being current on Jetstream pricing and product offers, and serves as a resource specialist for Jetstream's customers and logistics partners in North America. Strong and steady communications skills are required to quickly resolve issues and help partners speed their response times.

Responsibilities:

- Identify and onboard US and Canadian customs brokers, freight forwarders and informal agents shipping to and from West Africa onto the Jetstream technology platform
- Coordinate logistics between, and manage relationships with third-party logistics providers and last-mile delivery companies

- Leverage Jetstream’s tech platform to process shipments in a secure and time-critical manner and consolidate outbound cargo at the highest performance standard
- Schedule local deliveries and pick-ups as needed
- Maintain up-to-date digital metric dashboards and create reports for management and external suppliers as requested
- Validate accuracy of supply chain invoicing & reconcile discrepancies

Must Haves:

- University degree from an accredited educational institution with honors distinction
- Strong track record of leadership and achievement in work, school or extracurriculars
- Academic course work in general business accounting or finance
- Excellent communication and relationship development skills
- Proficiency in digital record-keeping and quantitative analysis
- Demonstrated ability to learn quickly, self-teach, and manage complexity
- Experience working in diverse, international teams

Bonus Points:

- Academic or work experience in supply chain, logistics operations, or shipping industries
- Existing relationships in West African import-exports
- Travel or work experience in Sub-Saharan Africa
- Driver’s license, and registered & insured personal vehicle

To Apply:

Email your CV and Cover Letter to careers@jetstreamafrica.com, with “Logistics Coordinator” in the subject line.