

Are you organized, proactive, and energized by keeping operations running smoothly? We're looking for an Equipment Coordinator who thrives in a fast-paced environment and enjoys being the go-to support for equipment mobilization and yard activity. If you love variety in your day, working with a strong operations team, and making an impact on efficiency—this role is for you!

Position Overview: As our Equipment Coordinator, you'll play a key role in ensuring equipment is where it needs to be and fully accounted for. You'll support the coordination of trailers and equipment, conduct yard checks, manage documentation, and assist with operational tasks to help keep workflows seamless and efficient.

What You'll Do

- Perform regular yard checks to monitor equipment and inventory
- Coordinate the mobilization and movement of equipment and trailer banks
- Ensure inbound equipment includes signed PODs and collect PODs as required
- Provide administrative support to streamline operational workflows
- Collaborate closely with operations and dock teams for smooth task execution

What You Bring

- Strong communication and organizational skills
- Proven ability to manage and track documentation accurately
- Strong customer service mindset and teamwork skills
- Experience in a similar role or within logistics/transportation is an asset
- A positive, proactive attitude and willingness to support dynamic operational needs

Why You'll Love It Here

- Supportive team environment
- Meaningful role that directly supports operational success
- Opportunity to learn and grow in a fast-paced industry

If you're motivated, detail-oriented, and eager to play a key role in equipment coordination, we want to hear from you.

Apply today and help keep our operations moving!