



Logistics Coordinator

TESC is seeking an experienced Logistics Coordinator for an 18-24 month contract at a remote construction site in Saskatchewan. This is a camp-based position working a 16-days-on / 12-days-off rotation, with the 16 days including two travel days, one to site and one returning home.

The Logistics Coordinator will coordinate and track the movement of materials, equipment, and critical deliveries to the remote project site. This individual will maintain accurate visibility of what is in transit, where it is, and when it is expected to arrive, ensuring project teams and stakeholders have the information required to plan work effectively.

What You'll Do

- Coordinate and track the movement of materials, equipment, and deliveries to the project site.
- Maintain accurate, up-to-date information on what has shipped, current location/status, and expected arrival dates.
- Coordinate transportation and delivery requirements with project teams, suppliers, vendors, carriers, and other stakeholders.
- Proactively monitor shipments and identify potential delays, delivery issues, or logistical constraints that could impact construction activities.
- Communicate delivery status, changes, delays, and priorities to internal and external stakeholders.
- Work closely with Project Management, Procurement, Materials, and field teams to understand upcoming material and equipment requirements.
- Coordinate site delivery timing based on construction priorities, site access, receiving capacity, and project requirements.
- Maintain shipment, delivery, and logistics tracking records and provide regular status updates.
- Follow up with suppliers and transportation providers to confirm shipping and delivery information.
- Assist in resolving transportation, delivery, missing material, and other logistics-related issues.
- Support planning for priority and time-sensitive materials and equipment to minimize impacts to construction.
- Ensure required shipping and delivery documentation is complete and readily available.
- Participate in project coordination and planning meetings as required.

What You Bring

- College diploma or post-secondary education in Logistics, Supply Chain Management, Business, Construction, or a related discipline is preferred.
- An equivalent combination of education and relevant logistics, materials, or construction experience may be considered.
- Previous experience in logistics, materials coordination, equipment coordination, supply chain, or a related role, preferably within construction, industrial, mining, or another project-based environment.
- Experience supporting large-scale construction or industrial projects is considered an asset.
- Strong understanding of transportation, shipping, receiving, and material movement.
- Experience coordinating material and equipment deliveries to remote or construction sites is a strong asset.

- Strong tracking and organizational skills with the ability to maintain accurate information across multiple shipments and priorities.
- Ability to plan ahead and recognize logistics issues before they impact field execution.
- Strong problem-solving skills and the ability to respond quickly to changing project requirements.
- Excellent written and verbal communication skills, with the ability to coordinate effectively with internal and external stakeholders.
- Strong Microsoft Office skills, particularly Excel.
- Ability to manage competing priorities and follow through on outstanding items.
- Ability to work independently while collaborating effectively with project and field teams.
- Valid driver's licence with a satisfactory driving record.

Work Arrangements

- 18-24 month project-based contract
- Remote project site in Saskatchewan
- Camp-based accommodation
- 16 days on/12 days off
- The 16-day rotation includes two travel days: one day travelling to site and one day returning home
- Must be comfortable working in a remote construction-site environment for the duration of each rotation

Mandatory Pre-Access Testing

Successful completion of pre-employment drug and alcohol screening is a condition of employment for this safety-sensitive term position.

Application deadline: November 10th, 2026

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