



Supply Chain Coordinator

Location: Surrey, BC

About Us

TransCold Distribution is the premier wholesale supplier and distributor of ice cream and frozen goods throughout Canada and Western United States. Since 2002, we have provided exclusive access to the most recognized ice cream brands in the world with industry best product variety and customer service.

TransCold delivers to Major Grocery, Drug, Gas & Convenience and Independent Retailers through Direct to Store Delivery (DSD) and Warehouse Fulfillment, and provides services for mobile vendors, corporate events, and third-party logistics (3PL) customers. With 14 locations and 240+ employees, TransCold has the logistical reach to supply all regions across Canada and Western USA with a customer-first attitude.

Your Next Career Opportunity

We are seeking a driven and highly organized **Supply Chain Coordinator** to support our Supply Chain operations. If you love the challenge of coordinating high volume inbound and outbound shipments, solving puzzles before they become problems and being a vital link across teams, this job is for you! This is a 110% on-site role based at our Surrey distribution center and head office. We believe that our best collaboration and operational excellence happen when we work together in person. This isn't just a job- it is a mission-critical role where you'll ensure the seamless flow of goods from our vendors to our customers, making a direct impact on our operational excellence. Reporting to the Managing Director of Supply Chain, Operations & IT, you will be responsible for the following:

Key Duties & Responsibilities

- Maintain and publish the master inbound/outbound scheduler for our warehouses across Alberta, BC, and Ontario.
- Systematically process EDIs using SAP B1 and Solvira, and use your Excel prowess to track, analyze, and report.
- Liaise with Sales, Operations, and Finance to reconcile inventory, re-book orders, and solve delivery issues head-on.
- Coordinate dock times, manage third-party shipping, and ensure 100% compliance with TransCold procedures.
- Develop and publish KPIs, manage non-conformance reports (NCRs), and be a key player in our continuous improvement initiatives.

Required Skills & Qualifications

- A minimum of 3 years of experience as a Logistics or Supply Chain Coordinator.
- Bachelor's degree in supply chain management, business administration or related field.
- Tech-savvy skills, with high proficiency in Microsoft Excel and the ability to quickly learn our systems (SAP B1, Koerber WMS, and SOCS/Solvira).
- A natural talent for organization, time management, and problem-solving—you get things right the first time.
- A collaborative spirit and excellent communication skills, with a proven ability to build strong relationships across departments.
- A results-oriented mindset, able to work both independently and as a rockstar team player.

Why Join TransCold?

- **An Opportunity to Make an Impact:** Your work will be visible and vital. You won't just be a cog in the machine—you'll be helping to optimize it.
- **Career Advancement:** We are committed to continuous improvement, both in our processes and in our people. There's plenty of opportunities for advancement and we are big on promoting from within.
- **A Supportive Team:** Join a collaborative environment where your contributions are recognized and your voice is heard.
- **Outstanding Benefits for Your Well-being:**
 - Competitive compensation
 - Comprehensive Health, Dental, and Vision Care
 - Life Insurance, Long-Term Disability, and AD&D Coverage
 - RRSP Matching Program to secure your future
- **A Culture That Cares:**
 - Generous Paid Time Off (including vacation, sick days, birthday, and citizenship leave)
 - Employee Assistance Program (EAP)
 - Tuition Reimbursement to support your continuous growth
 - Free ice cream!

Ready to Build Your Future with Us?

If you are a motivated Supply Chain professional ready to accelerate your career, we want to hear from you! Please submit your up-to-date resume via Indeed or email to cooljobs@transcold.com. Discover more about the TransCold difference at www.transcold.com.
