



**JOHN S. CONNOR**  
GLOBAL LOGISTICS  
EST. 1917

## EMPLOYMENT OPPORTUNITY

### Vessel Agent

Part-time Position in Global Logistics

### Location

Charleston, SC

### Get to Know Us:

A career with **John S. Connor Global Logistics** is an opportunity for personal and professional growth. In today's exciting logistics field, your contribution will play an important role in the continued success of our esteemed customers. Founded in 1917, we are a leading provider of supply chain and logistics services, customs brokerage, and transportation for global importers and shippers.

### Company Culture:

At John S. Connor, our success is powered by people and technology. We believe that every customer deserves peace of mind, provided by a comprehensive logistics strategy and a robust technology platform. Our culture and customer-focused mission assure that your contribution will be recognized and rewarding. We encourage employees to be engaged, inspired, and diverse. Success is celebrated and integrity is at the core of our values.

### Summary of Position:

Under the direction and supervision of the Vessel Agency branch manager, this position will be the project manager for vessel port calls. Vessels must be closely managed to ensure efficient and compliant in turnaround in their respective US East Coast port

- Prepare documentation as required by United State Government Agencies (i.e. U.S. Customs & Border Protection, U.S. Department of Agriculture, U.S. Coast Guard).
- Enter and clear vessels through U.S. Customs & Border Protection
- Prepare and or distribute cargo documents pertaining to the vessel cargo operation
- Advise all parties i.e. pilots, tugs, line handlers, stevedores, terminals of vessel arrival and departure schedule, and coordinate the order of their services.
- Upon approval from the Agency Department manager, coordinate various services requested by the owner or captain of the Vessel



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- Vessels must be managed after hours and on weekends, when the job calls for it

### **Skills & Qualifications:**

- Reliable transportation and a good driving record
- Must be available 24 hours and Saturday, Sunday, and Holidays
- College degree and experience preferred, but not required

### **Benefits Offered:**

- Competitive health plan options
- 401K and profit sharing
- Vacation and PTO programs
- Education assistance
- Casual working environment

At John S. Connor, we are committed to providing an environment of mutual respect where equal employment opportunities are available to all applicants and team members. We are a smoke and drug-free workplace and ADA compliant as applicable.

### **Interested in Applying?**

Email [careers@jsconnor.com](mailto:careers@jsconnor.com)

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