

MARCUS BELL

Logistics Coordinator | Freight, Carrier Management & Shipment Visibility

Memphis, TN

(901) 555-0132

marcus.bell@email.com

linkedin.com/in/marcusbell-logistics



SUMMARY

Logistics Coordinator with 3.5 years of experience coordinating domestic truckload, LTL, and intermodal shipments for a third-party logistics provider. Managed 220+ loads per week, improved on-time delivery to 97%, and reduced freight cost by 8% through carrier negotiations and load consolidation. Skilled in TMS, carrier relations, documentation, and customer communication.

SKILLS

Logistics Operations: Load Planning & Tendering, FTL/LTL/Intermodal, Carrier Sourcing & Onboarding, Rate Negotiation, Appointment Scheduling, Track & Trace, Freight Audit, Claims Handling

Compliance & Documents: BOL, POD, Customs Basics, DOT/FMCSA Basics, Hazmat Awareness, Detention & Accessorial Billing

Systems: McLeod, Oracle TMS, project44, Samsara Visibility, Excel (Advanced), SAP, Microsoft Teams

EXPERIENCE

Logistics Coordinator

Jun 2023 – Present

Mid-South Freight Solutions — Memphis, TN

- Coordinate 220+ truckload, LTL, and intermodal shipments per week for 35 shipper accounts with a 97% on-time delivery rate.
- Reduced freight cost by 8% (\$310K annually) by negotiating rates with 60 carriers and consolidating partial loads.
- Resolved 400+ shipment exceptions per quarter with real-time tracking, cutting average dwell and detention charges by 18%.
- Onboarded and vetted 45 new carriers using FMCSA safety, insurance, and authority checks.
- Processed BOLs, PODs, and invoices with 99.5% accuracy, supporting weekly billing and freight audit.

Dispatch & Logistics Assistant

Jul 2022 – May 2023

Delta Distribution Services — Southaven, MS

- Dispatched 80+ drivers and managed 120 daily appointments across 3 warehouse facilities.
- Reduced missed pickup appointments by 25% by implementing a daily confirmation workflow.
- Entered orders in the TMS and generated daily shipment status reports for operations leadership.
- Handled customer inquiries on shipment status and resolved 95% on first contact.

HIGHLIGHTS

Logistics Coordinator of the Quarter (Q2 2024); trained 6 new coordinators on TMS workflows and carrier communication procedures.

EDUCATION

Bachelor of Science in Business Administration, Logistics Concentration

University of Memphis — Memphis, TN

2022 | GPA 3.4

CERTIFICATIONS

- Certified Transportation Broker (CTB) — in progress
- OSHA 10-Hour General Industry
- Hazmat Awareness Training (49 CFR)