



## JOB OPENING – Logistics Coordinator

Walsh Door & Security is seeking a Logistics Coordinator to be a part of the team at our Des Moines location. The Logistics Coordinator is responsible for managing the flow of goods from origin to destination efficiently, cost-effectively, and on time. This role ensures proper coordination between suppliers, carriers, and our internal team to meet operational goals. We are one of the Nation's leading providers of premium commercial door, frame, hardware and electronic security products, and services, and partner with national and regional General Contractors and Commercial Customers. Walsh is family-owned, 160 years old, and specializes in Data Centers, Healthcare, Military, K-12 Education, Universities, and School Safety. We offer a strong career path, amazing benefits and a fast-paced environment. Walsh Door & Security is a growing company with 170+ employees and three locations – Des Moines, Iowa City and Kansas City. This is a full-time position.

### Primary Responsibilities:

- Ensure on-time, accurate shipments that meet or exceed customer expectations.
- Coordinate outbound deliveries strategically, pooling shipments by geography to reduce costs and increase efficiency.
- Communicate directly with customers and the sales team to coordinate deliveries and will call pickups.
- Stage and verify outbound shipments against picking tickets for accuracy and completeness.
- Perform quality control checks to confirm correct labels, hardware, fire ratings, and anchor types on all outgoing orders.
- Source and compare LTL shipping quotes, weighing costs and delivery timelines against internal delivery options to find the best solution.
- Ensure compliance with all legal and Department of Transportation (DOT) requirements.

### Job Requirements:

- A degree in logistics, supply chain management, or a related field—or equivalent relevant work experience.
- Proficiency in Microsoft Office, especially Excel and Outlook.
- A commitment to organization, communication, and follow-through.
- A strong, dependable work ethic and high personal accountability.
- Flexibility and a positive, solutions-oriented attitude when priorities shift.
- Professionalism, courtesy, and strong interpersonal skills when dealing with both customers and internal teams.
- Ability to pass a background check and drug screening.

### Benefits:

- Health Insurance – Company-paid 85% of single or 79% of family Wellmark of Iowa Health Insurance Plan
- 401k Savings Plan – Company contributes up to 4% of wages.
- Life Insurance – 100% company paid \$50,000 life insurance policy.
- Short Term Disability – 100% company paid policy.
- Long Term Disability – 100% company paid policy.
- Holiday – 8 paid holidays during 2018.
- Vacation – Personal Time Off program starting on hire date.
- Dental Insurance – Delta Dental of Iowa.

To apply or for more information about our company, go to [www.WalshDoor.com](http://www.WalshDoor.com).

#### DES MOINES

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#### IOWA CITY

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