



North Quay Assoc. Ltd



#JOB-2472999



North Quay Associates Ltd, Irlanda Building,
Terminal 3, Eastwall Road, Dublin 1, Dublin,
D01 V6W7



No of positions : 1



Paid Position



39 hours per week



36605.00 Euro Annually



01/10/2026



29/10/2026

How to apply

Application Method :

Not available



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Logistics Controller

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Key Responsibilities:

Process customer orders and forward requisition documentation to storage and distribution personnel;

Coordinate delivery loads, transportation schedules and delivery routes for drivers and logistics staff;

Monitor tachograph readings and maintain accurate records of drivers' working hours and distances travelled;

Prepare and process customs clearance, import and export documentation required for international shipments;

Maintain records regarding the movement and location of freight, containers and logistics personnel;

Liaise with transport providers, warehouse teams and customers to ensure timely deliveries;

Monitor inventory movement and shipment tracking systems;

Ensure compliance with transport regulations, customs procedures and company policies;

Assist management with logistics reporting, operational planning and performance monitoring.

Requirements:

Strong organisational and problem-solving skills;

Good knowledge of Microsoft Office and logistics management systems;

Excellent communication and multitasking abilities;

Ability to work independently and in a fast-paced environment.

- **Sector:** transportation and storage

Career Level

- Entry Level