

# Project Cargo Manager – Freight Forwarding & Logistics

**Deadline:**  
30-06-2026

**Contact person:**  
Saniya Naz

## About Scan Global Logistics:

At **Scan Global Logistics** every person has an opportunity to unlock potential. We are a full-service global logistics provider present on all continents. By bringing a human approach to everyone, everywhere, we make the world a little less complicated. At the core of our **DNA is a 'can-do-attitude'** and the willingness to always walk the extra mile to find the right logistic solution whether by road, rail, ocean, air or any other modes of transportation.

Our culture is based on our four virtues: **respect, integrity, entrepreneurship, and fun.**

This is a direct hire, full time, on-site position based in **Houston, TX.**

## Position Overview:

We are seeking an experienced **Project Cargo Manager** with strong expertise in **freight forwarding and project logistics**. This role focuses on managing complex cargo movements, including **oversized, heavy-lift, breakbulk, and time-critical shipments**.

You will act as a key link between **sales, operations, pricing, and customers**, ensuring seamless execution from quotation through final delivery. The ideal candidate brings a strong background in **project cargo logistics, RFQ handling, and international freight coordination**.

## Responsibilities:

- Manage end-to-end project cargo and freight forwarding operations, including oversized, heavy-lift, and complex shipments
- Develop and execute detailed project logistics plans, including scope, timelines, milestones, resource planning, and risk mitigation
- Serve as the primary customer contact, providing proactive communication, shipment updates, and issue resolution
- Design tailored logistics solutions based on client project requirements
- Coordinate closely with internal teams including operations, pricing, warehouse, transportation, and customer service
- Act as the liaison between sales and operations to align pricing strategies and service delivery
- Prepare and manage RFQs, rate requests, and quotations, ensuring accuracy and competitiveness
- Oversee shipping documentation, permits, customs compliance, and regulatory requirements for domestic and international moves
- Track shipment milestones and proactively manage delays, risks, and exceptions
- Monitor account performance, shipment trends, and service levels (including no-ship reporting)
- Manage project budgets with focus on cost control and profitability
- Maintain accurate records of project files, contracts, and customer communications
- Ensure compliance with international trade regulations and company standards
- Support reporting, KPI tracking, and project performance reviews for management
- Identify process improvements to enhance efficiency and customer experience
- Stay current on global logistics trends, market conditions, and regulatory updates
- Travel as required for client meetings and project execution support

## Required Skills/Abilities:

- Minimum 5+ years of experience in project cargo, freight forwarding, or logistics operations
- Strong background in project logistics, heavy-lift, breakbulk, or OOG cargo handling
- Experience in pricing, RFQ management, or customer-facing logistics coordination
- Solid understanding of international freight (air, ocean, and multimodal transport)
- Strong analytical and problem-solving skills
- Ability to manage multiple complex projects in a fast-paced environment
- High attention to detail and strong sense of urgency

**Contact person:**  
Tehmina Jalal

**Office:**  
Houston, Texas, USA

**Location:**  
World Houston Parkway, 77032,  
Houston

- Excellent communication, negotiation, and client management skills
- Ability to work independently while contributing effectively in a team environment
- Proficiency in Microsoft Office Suite, especially Excel

**Physical Requirements:**

- Prolonged periods sitting at a desk and working on a computer.
- Must be able to lift 15 pounds at times.

**Work authorization/security clearance requirements:**

- Must be eligible to work in the United States
- Must pass TSA eligibility screening

**Job Type:** Full-time

**Pay:** \$120,000 to \$140,000 Annually

**Schedule:** 8-hour shift (Monday to Friday)

**Work Location:** Houston, TX (Hybrid, mostly office with some remote and travel)

**Benefits:**

- 401(k)
- Health Insurance
- Dental insurance
- Vision Insurance
- Employee assistance program
- Health Savings Account (HSA)
- Life insurance
- Short Term Disability Insurance
- Long Term Disability Insurance
- Paid Time Off
- Tuition Reimbursement