

NEXT BIOSCIENCES LOGISTICS CO-ORDINATOR

Do you thrive on keeping things moving like clockwork? Are you detail-oriented, calm under pressure, and ready to make a real impact in a fast-paced, purpose-driven environment? Next Biosciences is looking for a Logistics Coordinator to oversee and manage the end-to-end logistics of our cutting-edge Genetics, Longevity Health, Biobank, and Biologics kits. You'll play a key role in ensuring timely, secure, and compliant transportation of testing kits to our clients—and the swift return of valuable biological samples to our laboratory.

 ****LOCATION:** MIDRAND

 ****JOB TYPE:** FULL-TIME

 ****SALARY:** MARKET RELATED

 ****START DATE:** 1 JUNE 2025

QUALIFICATIONS AND SKILLS:

- Previous experience in logistics, healthcare, or related industries.
- Excellent organisational and multitasking abilities.
- A flexible, proactive attitude with a strong sense of responsibility.
- Knowledge of biological sample handling (advantageous).
- Familiarity with logistics or dispatch software.
- A high level of discretion and commitment to confidentiality.

KEY RESPONSIBILITIES:

- Coordinate daily delivery and pickup schedules for testing kits and biological samples.
- Dispatch and manage in-house drivers using the CS App—tracking performance, shifts, and weekend standby coverage.
- Build and maintain relationships with courier partners to ensure reliable and flexible service.
- Oversee the preparation and submission of import/export permits (DOH) for international clients.
- Ensure all samples are properly packaged, labelled, and documented—meeting strict regulatory and biospecimen handling standards.
- Keep track of stock levels, forecast demand, and reorder kits and supplies to avoid disruptions.
- Act as the go-to liaison between labs, healthcare providers, clients, drivers, and couriers.
- Monitor, track, and report on shipments, addressing any delays or issues proactively.
- Handle urgent deliveries and troubleshoot logistics problems on the fly.
- Support cold chain logistics and ensure safe transport of temperature-sensitive materials.
- Contribute to audits, inspections, and process improvement initiatives to keep us ahead of the curve.

WHY JOIN US?

At Next Biosciences, you'll be part of a passionate, future-focused team making a real difference in health and science. We believe in professionalism with heart—and we're looking for someone who embodies both.

WHAT WE OFFER

Innovative Environment: Work at the forefront of Bio Technology, where your role directly impacts people's lives.

Collaborative and Learning Culture: Join a supportive team that values your input and fosters professional growth.

Employee Value Proposition: Comprehensive employee benefits—including Retirement Fund and Medical Aid, state of the art facilities, Earned Wage Access, etc.

Employee Engagement Activities: including gifts on special occasions or milestones and paid time off on your birthday, Wellness and Social events & Training and Development.

TO APPLY

Please follow this link to complete the application Survey Monkey
<https://www.surveymonkey.com/r/LVJBDBZ>

CLOSING DATE FOR APPLICATIONS:

Tuesday, 28th May 2025

For more information, you can visit our website with this link down below
<https://nextbio.co.za/Who-are-we/Careers/Vacancies>