



# LS-Logistics Specialist

**Logistics Specialist** Sailors manage inventories of repair parts/general supplies and distribute mail for ships, squadrons, and shore-based activities. They procure, receive, store and issue material and repair components. They utilize financial accounting and database systems to perform inventory and financial management functions. Additionally, they sort and distribute all official and personal mail, manage money order and stamp inventories, and maintain financial and inventory reports.

### What They Do

- Managing and operating Navy post offices, ashore or afloat
- Maintaining financial records and accounting systems
- Maintaining inventory databases for material stocked in shore based warehouses and ship storerooms
- Perform duties associated with hazardous material control and management
- Organizing and maintaining databases, correspondence files, and reports
- Maintaining logistics and financial publications and CD-ROM libraries.
- Sorting and distributing all classes of mail and parcel post
- Processing and dispatching mail;
- Directing the routing and transportation of mail
- Performing counter operations similar to those performed in United States Postal Service offices, such as selling stamps, handling money orders, preparing claims, tracers and inquiries
- Prepare and maintain postal records and reports
- Requisitioning, controlling, and maintaining postal supplies and equipment
- Maintaining security for registered, certified and other special classes of mail
- Maintaining inventory databases for material stocked in shore based warehouses and ship storerooms

### Working Environment

Logistics Specialists work in offices, shore-based warehouses, air cargo terminals at naval air stations and in storerooms aboard ships. While they work closely with other people, their tasks usually require independent decisions. The diverse working locations associated with this rating provide an excellent opportunity for learning a wide range of inventory database management, financial management, procurement, and warehouse management skills. LSs work in post offices aboard ships, shore and overseas stations in the Navy. The work is both mentally and physically challenging. The wide range of jobs and locations allows people to learn valuable customer service skills.

### Opportunities

Over 8,500 men and women currently work as LSs in the Navy. Opportunities are excellent for qualified candidates.

### Qualifications and Interests

Logistics Specialist must be able to work well with people in a customer service environment. Good arithmetic, verbal and writing skills are very important in this rating. The ability to keep accurate records and perform other detailed work is also a requirement.

### Earn College Credit



The American Council on Education recommends that semester hour credits be awarded in the vocational certificate and lower-division bachelor's/associate's degree categories for courses taken in this rating on office machines and general clerical procedures. To see the college credits available via a **Joint Service Transcript** for this rating:

LS

[https://www.cool.navy.mil/usn/jst/ls\\_jst.pdf](https://www.cool.navy.mil/usn/jst/ls_jst.pdf)

### **Career Path After Recruit Training**

Enlistees are taught the fundamentals of this rating through on-the-job training or formal Navy schooling. Advanced technical and operational training is available in this rating during later stages of career development.

School	Present Location	Approximate Training Time	Subjects	Training Methods
Class "A" Technical School	Meridian, MS	9 weeks	Basic skills required including automated data processing systems, financial records and accounting systems, and postal operations training.	Group instruction

After "A" school, Logistics Specialists are assigned to ships or shore stations in the United States or overseas. Shore duty assignments usually include naval stations, supply depots, squadrons and staffs. During a 20-year career in the Navy, LSs spend approximately 55 percent of their time assigned to fleet units and 45 percent to shore stations.



## LS-Logistics Specialist

### Earn Department of Labor (DOL) Nationally Recognized Apprenticeships



The United Services Military Apprenticeship Program (USMAP) is a formal military training program that provides active duty and Full Time Support (FTS) Service members the opportunity to improve their job skills and to complete their civilian apprenticeship requirements while they are on active duty. The U.S. Department of Labor (DOL) provides the nationally recognized "Certificate of Completion" upon program completion. Visit United Services Military Apprenticeship Program (USMAP) for IS apprenticeships.

LS

<https://usmap.netc.navy.mil/usmapss/static/navyRates.htm>

### Earn Industry Recognized Credentials



Navy Credentialing Opportunities On-Line (Navy COOL) Navy COOL catalogs and defines comprehensive information on occupational credentials - including certifications, licenses, and apprenticeships - correlating with every Navy rating and some collateral duties. It provides "how to" instructions for pursuing these credentials, links to credentialing organizations, and cross-references to programs that help Sailors pay for credentialing fees. Shortly following the initial rating technical training (Class "A" technical school), Sailors may be able to take advantage of earning civilian/industry certifications & licenses (credentials), funded through Navy COOL. Visit the Navy COOL website to view these opportunities. See the link below.

LS

<https://www.cool.navy.mil/usn/enlisted/ls.htm>

Download the Navy COOL App:

Navy COOL App (iOS):

<https://itunes.apple.com/us/app/navy-cool/id1053982994?ls=1&mt=8>

Navy COOL App (Android):

<https://play.google.com/store/apps/details?id=com.tracen.navycool>

### Manage a Navy Career with Navy LaDR (Learning and Development Roadmap)



To see the Navy LaDR (Learning and Development Roadmap) for this rating:

LS

[https://www.cool.navy.mil/usn/LaDR/ls\\_e1\\_e9.pdf](https://www.cool.navy.mil/usn/LaDR/ls_e1_e9.pdf)

### Earn Skill Sets Towards Civilian Related Occupations



The skill sets for this rating crosswalk to civilian related occupations listed by the U.S. Department of Labor. To see Related Civilian, Federal, and Military Sealift Command Occupations for this rating, see the link below.

LS

<https://www.cool.navy.mil/usn/enlisted/ls.htm>

Revised: 6/19