

Job Description: Transportation / Fleet Supervisor

The transportation / fleet supervisor will support the organization's materials handling. This person will support the transportation of goods, providing cost-effective solutions to moving large amounts of materials harvested from the houses and structures we deconstruct. This position is responsible for maintaining vehicles for deliveries, registering and licensing vehicles and finding ways to cut costs and maximize profits. This role is highly collaborative, working with the managers across the organization to bring in product safely and soundly.

- You will manage the team of truck drivers who daily transport materials from job sites and donation sites to the warehouse – from daily scheduling of truck runs to all matters HR – training, monitoring and evaluating performance.
- You will manage the preventive maintenance on the company's vehicle fleet, ensuring all vehicles are physically sound and road ready at all times.
- You will help to establish processes and procedures for moving materials and packing of trucks.
- You will work with the managers and team members across the organization to create mobility solutions – e.g. acquiring/ fabricating industrial carts and dollies, etc. – to ensure safe, easy handling of product from the job site to the warehouse to the customer's vehicle.
- You will serve as the primary back-up person to schedule and dispatch the deconstruction crews in the event the Project Manager responsible for this function is unavailable. Eventually, you may become the primary owner of this function.
- You will provide support to the Project Managers/Director of Deconstruction to ensure equipment is in good working order and that each van is fully equipped.

Requirements:

- (Associate's or Bachelor's) Degree in logistics, supply chain management, business or related field
- Ability to work with little supervision and track multiple processes
- Outstanding organizational and coordination abilities
- Excellent communication and interpersonal skills

Please learn about us and follow the instructions on HOW TO APPLY for this full time position at:
<http://www.secondchanceinc.org/employment-opportunities>.

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