

JOB DESCRIPTION

JOB TITLE: Logistics Supervisor

DEPARTMENT: Transportation

JOB RELATIONSHIPS:

Supervised by:	Transportation Manager
Supervises:	Assistant Dispatch Supervisor, Dispatchers, and Transportation Administrative Assistant

POSITION SUMMARY:

Logistics Supervisor manages all aspects of WFM Transport's 24/7 dispatch operation to ensure the safe and efficient delivery of bulk animal feed, agricultural commodities, and related products. Incumbent is responsible for meeting all dispatch operational and cost goals. Core responsibilities of this position involve the daily operation of the WFM Transport routing and scheduling functions to assure efficient and effective operational processes and productivity of routes. This individual works with the Transportation Supervisor to determine optimal driver deployments and the Garage Supervisor to ensure fleet equipment availability.

ESSENTIAL JOB FUNCTIONS:

1. Provide effective supervision and support of 24/7 dispatch operation.
2. Optimize supply chain efficiency & effectiveness through customer-mill assignments.
3. Ensure process compliance and develop process improvements.
4. Coordinate truck repairs and maintenance with Garage Supervisor to ensure proper fleet maintenance and for optimal efficiency.
5. Coordinate with Transportation Supervisor to assure optimal driver staffing levels.
6. Evaluate operational requirements to determine optimal driver deployments.
7. Establish and maintain good relationships with internal and external customers.
8. Supervise, mentor, and evaluate direct reports.
9. Work on projects with Transportation Manager.
10. Administer driver pay-for-performance (PFP) compensation program.
11. Process contract carrier invoices and evaluate for cost effectiveness.
12. Properly maintain truck permits.

QUALIFICATIONS NEEDED:

1. Bachelors Degree in Logistics, Supply Chain, Transportation Management, or related field
2. Experience supervising a 24/7 dispatch operation
3. Minimum 2 years experience with route planning and optimization software
4. Strong communication and team building skills
5. Knowledge of DOT, FDA, and USDA rules that apply to hauling agricultural commodities
6. Advanced computer skills, including MS Office software
7. Ability to appropriately manage a stressful work environment
8. Strong math skills
9. Flexibility with work schedule for on-call availability 24/7, weekend and off hours as needed