

Position Title: Logistics Manager
Division/Department: Maglio -Shipping
Location: Glendale, WI
Reports To: Director of Operations
Date: 09/20/2019

OVERVIEW: The Logistics Manager plans, directs and coordinates all shipments of fresh produce and company products. He or she will coordinate with the 3rd party dedicated fleet personnel and/or contract haulers to achieve the most effective distribution of goods. The Logistics Manager must demonstrate solid communication and negotiation skills and be well-versed in supply management principles and practices to ensure maximum efficiency is achieved. He or she will negotiate transportation and storage agreements as well as stay current with federal, state and foreign commerce regulations.

ESSENTIAL JOB RESPONSIBILITIES/FUNCTIONS:

- Develop and maintain strong relationships with all 3rd party freight vendors to ensure customer needs are being met. Track KPIs as a way of measuring success.
- Coordinate and monitor supply chain operations.
- Set up systems to monitor logistics after hours to ensure on time delivery.
- Facilitate the development of the strategy of freight and distribution.
- Manage transportation food safety regulations.
- Resolve freight claim issues including OS&D situations and returns. File claims when necessary and coordinate collection efforts through the accounting department.
- Work with procurement and sales team to manage customer concerns and to communicate issues that may cause additional costs.
- Recommend optimal transportation modes, routing, equipment and frequency.
- Analyze all costs and make recommendations to improve margin performance.
- Conduct a continuous cost reduction program throughout the company.
- Administer a program for food and occupational safety, good manufacturing practices, preserve the facilities and maintain compliance with policies of regulatory agencies.
- Review major product delivery complaints from customers for the purpose of defining the actual problem resolving the complaint and determining where emphasis should be placed to prevent reoccurrence.
- Responsible for effective communication throughout the organization when business unit performance will impact internal or external customers.
- Select, train, develop, motivate, manage and control a subordinate staff and ensure efficient operations and maximum service.
- Administer personnel policy in accordance with corporate policy and procedures.
- Coordinate all business unit activities to maximize utilization of personnel and capital resources.
- Provide coaching, training, and feedback for each supervisor of the team. Develop formalized action plans which detail the supervisor's areas for growth.
- Other duties as assigned.

COMPETENCIES:

- Communication
- Customer centric
- Strong written and verbal communication skills
- Advanced problem solving & analytical skills
- Strong organizational & planning skills
- Attention to detail and accuracy
- Self-motivated & goal-oriented
- Ability to work under pressure, multi-task & prioritize work

- Team oriented

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Must have the ability to work in a cold and wet environment.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must have the ability to lift up to 40lbs on a regular basis. Travel up to 20% of the time.

QUALIFICATIONS:**Education/Experience:**

- Associates Degree or Bachelor's degree in Supply Chain, Logistics, or Business plus five to ten years of experience or equivalent education and experience.
- Three to five years of experience as a logistics manager, or equivalent experience.
- Experience with LEAN manufacturing principles
- Strong computer skills including ERP systems and Microsoft Office Suite of products
- Bilingual preferred

FLSA Designation (HR Use Only):

- ☒ Exempt
☐ Non-Exempt

Employee Acknowledgement: _____ **Date:** _____

The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.