



Aurivo Co-op is a large multi-purpose co-operative engaged in a wide range of activities including dairy processing, liquid milk distribution, animal feed milling, retail stores, e-commerce, garden centres, livestock marketing and sports nutrition. At Aurivo, our values define how we operate, employing over 600 people directly and providing employment for many others in wide range of activities including transport and distribution.

## Aurivo Consumer Foods, Achonry, Co. Sligo

# Transport Co-ordinator

**OPPORTUNITY:** The Transport Co-ordinator will be responsible for managing end to end inbound and outbound transport and implementing KPIs that fit the business needs. The Transport Co-ordinator will also manage and monitor relevant supplier and customer SLA's, reporting into the overall daily business metrics.

### Key responsibilities:

- Ensure SLAs with transport suppliers are achieved daily and prioritise daily activity where appropriate
- Liaise and work with warehouse manager and team to ensure all service commitments are met
- Monitor the quality of service provided by the warehouse on a day to day basis
- Ensure daily transport is planned efficiently
- Lead and manage the logistics administrators daily
- Manage fleet and ensure consistent compliance
- Liaising with transport suppliers to ensure maximum efficiency is achieved
- Investigate and respond quickly to all queries
- Validate KPIs to support the agreed SLAs
- Provide liaison between transport suppliers and customers
- Ensure supplier invoices are audited and passed efficiently
- Manage transport costs effectively
- Schedule drivers' holidays and ensure relief cover
- Collecting tachograph data
- POD management
- Work with Area Sales Managers to support continuous improvements and efficient delivery of regional products
- Support and contribute solutions to drive efficiencies in the distribution centre

### The ideal candidate will have:

- Strong communications skills, both written & verbal
- Be very well organised, adaptable and a fast learner
- Transport Manager CPC desirable
- Counter balance / Reach / Stacker forklift truck experience desirable
- Very good IT skills
- Strong attention to detail

### APPLICATION PROCESS:

The company reserves the right to select a shortlist from the applications received.

Please forward updated CV to Aurivo Careers:

**careers@aurivo.ie** before Tuesday, 18th June 2019

