

Example of Transportation & Logistics Job Description

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Our growing company is hiring for a transportation & logistics. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for transportation & logistics

- The candidate will act as the organizational representative in dealing with Senior Management, key internal stakeholders, Campbell's business units, and external Transportation and Logistics suppliers
- Manage freight payment and freight payment vendor by processing weekly freight payment, responding to internal and external customer inquiries, updating general ledges and purchase orders and leading quarterly management review meetings
- Manage carrier invoice aging reports and month-end statements and report monthly accrual
- Support for annual contract negotiations and participate in negotiations
- Responsible for distribution budget center
- Evaluate existing capabilities and establish new systems and processes for the tracking, measurement, reporting, and analysis of all traffic
- Ensure excellent financial controllership over transportation spend
- Coordinate claims settlement with other functions and resolves straightforward carrier-related customer rejections and incidents, claim recovery
- Utilize software applications (MercuryGate TMS, TMW, QlikView, Excel, MS Access) to develop department-wide tools for transportation reporting metrics
- Conduct transportation network optimization studies

- Proficiency in MS Office software programs, including Excel, Powerpoint
- 6+ years' experience in a corporate logistics function with increasing levels of responsibility
- Proficient in Microsoft Office applications and familiarity with major ERP systems
- Experience with small parcel carriers and third-party logistics providers
- Detailed oriented, organized and the ability to multi-task
- Working knowledge of domestic and international carrier services, rules and regulations