



Logistics Manager Job Description

Our company is looking for a professional and self-driven individual to take on the role of Logistics Manager. The Logistics Manager will be responsible for scheduling all inbound and outbound shipments, leading our warehouse team, and working to keep transportation costs to a minimum. The ideal candidate will prioritize tasks to meet shipping deadlines while maintaining accurate inventory records. If you have prior experience in warehouse leadership and thrive in a fast-paced environment, we would love to hear from you.

Job Responsibilities:

- Schedule and monitor inbound and outbound shipments
- Recruit and train drivers
- Ensure timely delivery of materials to sites according to client specifications
- Evaluate and suggest optimal shipping methods, routes, and carriers to meet required standards, specifications, and costs
- Negotiate rates with carriers
- Maintain logs for customer service and safety records

Qualifications and Education Requirements:

- Bachelor's Degree in Business Administration or a related field
- At least 2 years of experience in logistics
- Proven knowledge of the transportation industry
- Effective time management skills

Preferred Skills:

- Strong verbal and written communication abilities
- Proficient in MS Office and inventory management software
- Ability to pass a drug test and general background check

ILF Transportation utilizes a driver screening program.

ILF Transportation is an equal opportunity employer. All positions will be cross-training in all areas of ILF Transportation.

INSPIRING LIVES FOREVER LLC.

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