



Advertisement of Employment:

JOB TITLE: Transport Officer

Key Responsibilities:

- Oversee daily operations of the transportation department, ensuring efficient fleet management.
- Plan and schedule transport routes, ensuring timely deliveries and optimal fuel usage.
- Manage vehicle maintenance and safety compliance, ensuring adherence to regulatory standards.
- Supervise and train transport staff (drivers, coordinators) to ensure high operational standards.
- Ensure all transportation records and logs are maintained accurately for audits and compliance.
- Address customer concerns regarding transportation services and resolve issues promptly.
- Track vehicle movements using GPS tracking devices and ensure no safety or route violation/deviation.
- Coordinate with GPS and other relevant fleet service providers to resolve all issues and maintain the highest customer standards.

- Prepare yearly, monthly, weekly, and daily logistic plans to meet customer requirements.
- Prepare and report performance of the fleet daily, weekly, monthly, and yearly and suggest improvements following the PDCA approach.

Qualifications:

- Bachelor's degree in Logistics, Transportation Management, or related field.
- At least 3 years of experience in a similar role, preferably in fleet management or transport operations.
- Strong understanding of transport regulations and safety standards.
- Excellent organizational and communication skills.
- Ability to solve complex problems and think critically under pressure.

Location: Moshi.

Mode of Application:

This is Full-time Job, All applications accompanied by a cover letter, photocopies of certificates, and CVs should be sent to the undersigned, to reach him no later than 13/11/2024.

**The Managing Director,
Bonite Bottlers Ltd,
P.O. Box 1352,
MOSHI.**

hr@bbl.co.tz