

Transport Planner

Company Background

Store-All is one of Ireland's largest supply chain management companies. The company currently manages in excess of 850,000 sq ft of warehousing across 16 locations across 8 sites in the South-East and has its HQ near Belview Port. The company offers custom and integrated (Transport & Storage) supply chain solutions for some of the world's leading Food & Pharma multinationals. The company also provides Document & Self-Storage services. Further sites are being developed to support the business expansion.

Reason for Vacancy

The company has been recently bought out by two managers who have ambitious plans to develop the business. There is currently a requirement for a Transport Planner who will work within the Transport Department reporting to Transport Manager. This role is a full time role based at the Transport Department in Kilcohan, Waterford.

A Day in the Life of a Transport Planner

- Overseeing & Supervising day to day operations in absence of supervisor - including picking and putting away, scheduling deliveries and collections.
- Responsible for establishing work schedules & assigning jobs in absence of supervisor.
- Maintain proper workflow through efficient use of space, machinery and personnel.
- Ensure work is completed as per our SOP's.
- Responsible for delegating work to employees, providing feedback if required.

Key Responsibilities

Operations

- Be the point of contact for all drivers, sub-contractors, liaising daily to ensure they provide the service required.
- To manage the on-boarding and setting up of any new hauliers.
- Deal with plants, suppliers and customers ensuring quality of service and managing any complaints or service issues/requests that might arise.
- Manage the cost associated with the transport activities associated with the transport used.
- Input to and attend reviews in relation to performance of drivers / equipment & sub-contractors in conjunction with your manager.

Training

- Facilitate internal & outside training or accreditation as required.
- Provide driver training program on a standard basis and when required to meet site requirements.

Health & Safety

- Review the outputs of the telematics software to manage driver behaviour and impact EH&S.

Reporting

- Carry out daily planning of drivers routes, allocation of equipment & reconciliation of relevant paperwork to allow invoicing to be carried out.

Compliance

- Comply with GDP and Quality requirements, as per Store-All SOPs and policies.
- Ensure full compliance for all Drivers / Hauliers entering any site within Store-All & all associated customers.
- Update all systems in a timely manner to ensure the smooth running of the business.
- Analysing reports, this would include routing reports, mileage usage, tachographs where relevant, truck maintenance report.
- Adhering to all company policies, procedures and business ethics codes, and ensuring that they are communicated and implemented within the team.
- Ensure that GDP, ISO 9001, ISO45001 and BRC standards are met at all times and up to date system and forms are been used.
- Comply with Transport KPI's.

Experience & Skills

- Relevant, proven experience in Transport planning.
- Ability to liaise effectively with internal and external stakeholders.
- Results driven, performance capability in a fast moving business environment.
- Holder of a clean B/C/E+C an advantage but not essential.
- Excellent people skill.
- Outstanding written and verbal communication skills.
- Excellent organizational, planning and problem-solving skills.
- Good IT knowledge, with excellent data input skills and attention to detail.
- Forklift license.
- Forklift / warehouse experience.
- Valid driver's license.

Benefits

- Salary & Christmas Bonus.
- Full Travel Expenses Paid.
- Training and career progressions opportunities available.
- Employee Assistance Program.