



Green Fleet Trucking Manager

Purpose: Ensure effective Fleet management in conjunction with Trucking department staff. Manage and coordinate fleet operations and drivers to meet schedules and generate income ensuring the highest levels of safety, customer service and environmental sustainability.

Status: Reports to Trucking Director. Collaborates and coordinates with Fleet Manager, providing day-to-day direction to all VV drivers. Assist Fleet Manager to direct maintenance and repair team as needed. Works closely with Warehouse, IC, Purchasing, Sales and Finance departments.

Responsibilities:

Managing the Workforce

1. Achieve Trucking operational objectives by identifying and maintaining appropriate staffing levels; hiring, training, assigning, scheduling, coaching, counseling, and taking corrective measures with drivers and other Trucking staff; communicating job expectations; planning, monitoring, and reviewing job contributions; participate in reviewing staff compensation.
2. In conjunction with Trucking Director, ensure appropriate training programs in place to support operational objectives and compliance with applicable regulations. Work closely with Training Manager to create, update and deploy training initiatives.
3. In conjunction with Trucking Director, maintain effective Trucking operations by designing, developing and implementing operational policies and procedures with appropriate controls and following up on work results.

Managing the Workflow

Routing

1. Monitor efficiency and timing of routes and propose changes to meet customer requested delivery times, minimize overtime and ensure compliance with HOS regulations (where applicable).
2. Ensure allocations support efficient delivery.

Dispatch

1. Proactively maintain contact with drivers on the road providing direction for pick-ups and deliveries, anticipating driver progress, evaluating impact to planned schedule and potential service interruptions.
2. Manage daily backhaul plan for efficiency and best use of trucking resources. Facilitate as needed between Purchasing and Trucking.
3. Dispatch in compliance with Department of Transportation (DOT) rules and regulations, ensuring compliance with HOS regulations.
4. Anticipate, troubleshoot/problem-solve situations that could impact on-time delivery or pick-up. Develop and implement contingency plans.
5. Minimize business disruption internally and externally by accurately communicating status to relevant stakeholders.
6. Review and coordinate all delivery departures of local drivers to ensure on-time delivery and efficient use of resources.
7. Work with common carriers to supplement VV hauling needs.

Breakdown/Accident Management

1. Partner with Fleet Manager to troubleshoot and resolve breakdowns.
2. Adhere to VV accident management process.

Freight

1. Contribute to building a profitable freight business by identifying potential opportunities, following up on inquiries and leads appropriately.
2. Implement freight policies and procedures and, in conjunction with Trucking Director and Fleet Manager, review freight rates to ensure profitability.
3. In conjunction with Director and Allocator integrate third party freighting with VV routing.

Compliance

1. Ensure compliance with all Department of Transportation rules and regulations.
2. In conjunction with Fleet Manager, oversee procedures to ensure all driver and equipment records (i.e. medical cards, pull records, HOS logs, SFO Airport Security, IFTA/Fuel Tax Reporting, etc.) are maintained and updated as required.
3. Ensure that trucking operations comply with federal, state and local organic handling requirements and food safety regulations by understanding existing and new legislation, enforcing adherence to requirements.

Fleet and Equipment

1. Support safe fleet operations by staying informed of the status of all rolling and stationary stock, ensuring problems are addressed in a timely manner.
2. Participate in fleet renewal planning (see Strategic Planning).

Safety

1. In conjunction with Trucking Director, develop and oversee safety procedures to ensure compliance with FSMA, GAP/GHP, CA DOT, FMCSA and OSHA standards.
2. Ensure that all Trucking staff is trained and complies with safe use of equipment as well as food safety and general safety best practices.
3. Assess the effectiveness of VV's driver safety training and implement strategies for continuous improvement.

Strategic Planning

1. Participate in process improvement and systems analysis to identify problems and design solutions needed to improve the efficiency and effectiveness of the Trucking department.
2. Keep up to date on transportation industry information, trends and regulatory changes to assess implications for VV Trucking operations.
3. Participate in annual assessment of fleet to update VV's 5-year Fleet Plan.

Professional Development

1. Keep abreast of professional and technical knowledge such as shipping/routing systems, HOS regulations, and equipment technologies by participating in educational; reading professional publications; participating in professional organizations and attending conferences.

Staff Development

1. Motivate, mentor, coach, and counsel Trucking staff to create an engaged, highly functional workforce focused on customer service.
2. Assess training needs of Trucking staff and arrange for or provide appropriate instruction, certification and/or licensing.
3. Conduct driver meetings to inform drivers on policies and procedures, relay general company information or address specific topics, such as new FMCS regulations.

Essential Requirements:

1. Ability to work nights and weekends – “on call”
2. Directing or leading others in accomplishing work activities
3. Making decisions that impact co-workers, customers and the company
4. Making decisions that affect the financial resources and the image and reputation of the company
5. Determining tasks, priorities, and goals
6. Being exact or highly accurate
7. Taking initiative and problem solving
8. Working with others in a group or team
9. Taking responsibility for work outcomes and results
10. Being responsible for the health and safety of others and safe handling of product
11. Being flexible about work hours and schedule
12. Continuously learning and teaching others
13. Understand and act in accordance with Veritable Vegetable's mission statement and values in the workplace

Abilities and Skills:

1. Communicate, present and report effectively both in writing and speech
2. Lead, team build and develop others
3. Use logic, reasoning, and research to identify and solve problems
4. Use data metrics to analyze work systems and develop cost-effective solutions
5. Fundamental Math Skills
6. Exercise good judgment and decision making
7. Manage one's own time and the time of others
8. Manage conflicts to most positive resolution
9. Troubleshoot mechanical problems with equipment
10. Customer Service skills – ability to establish and maintain relationships with internal and external customers, use questioning skills to investigate and resolve complaints

Qualifications:

- 5+ years working in fresh produce transportation/logistics and at least 1 year experience with organic produce
- General knowledge of trucking industry standards including common carrier, brokerage, contracts
- Must have a valid Class A driver's license and be an insurable driver
- Prior experience driving a route and evaluating customer locations for pick up/delivery
- Thorough knowledge of DOT federal, state, and local regulations
- Knowledge of proper storage requirements and sensitivities of fresh fruits and vegetables
- Experience with and knowledge of material handling equipment
- Knowledge of best safety practices for material handling
- Proficient using Microsoft Office Suite programs to create and edit documents.
- Proficient using enterprise software and databases
- Familiar with Trimble or similar telematics program
- Knowledge of routing software
- Able to read and understand equipment specification sheets

Physical Requirements:

1. Ability to lift up to 55 lbs. without assistance on occasion
2. Ability to stand, walk, bend, twist, sit, keyboard and perform a variety of other physical functions as needed
3. Ability to work in a variety of environments including the ability to withstand hot and cold temperatures with proper protective clothing for varying periods of time

To apply:

Submit a resume and cover letter to hr@veritablevegetable.com

*VV is a team of movers, shakers, and thinkers who are passionate about the environment, sustainable food systems, and social justice. Together, with you, we are building an equitable food system and creating a healthier world. **To achieve that end, we strongly encourage women, trans, non-binary, and BIPOC to apply. We are looking for long term fits and will train the right candidate. Please consider applying, even if you don't believe you meet every one of the required qualifications or key abilities described.** Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment qualified applicants with arrest and conviction records.*