
Job Description

The Operations Manager will oversee and coordinate various operational tasks, including freight forwarding road, Export and shipping, bulk sulphur operations, HSE, ISO compliance, warehouse operations management including stock and inventory control, security, and HR. The successful candidate will ensure smooth operations and optimize overall performance of all flows into and out of the respective territory.

Responsibilities

- Coordinate and manage the allocation of cross border trucks to optimize their utilization and ensure timely collection and delivery of goods and optimized truck turn around.
- Collaborate with freight forwarders, transporters, and other stakeholders to ensure smooth coordination and execution of road transportation activities.
- Monitor and track shipments, ensuring compliance with relevant regulations and standards.
- Address any operational challenges or issues that may arise during transportation and implement corrective measures.
- Develop and implement HSE policies and procedures, ensuring compliance with local regulations and company standards.
- Conduct regular safety audits and inspections to identify potential hazards and recommend appropriate preventive measures.
- Train and educate employees on HSE practices, promoting a safety-conscious culture throughout the organization.
- Ensure adherence to ISO quality management systems and standards.
- Develop and maintain documentation, including procedures, work instructions, and records, to support ISO compliance.
- Conduct internal audits to assess compliance and identify areas for improvement.
- Oversee and manage warehouse operations, including receiving, storage, inventory management, and dispatch.
- Optimize warehouse layout and processes to maximize efficiency and minimize costs.
- Implement and maintain appropriate inventory control systems to ensure accurate stock levels and timely replenishment.
- Implement security measures to safeguard company assets, premises, and personnel.
- Collaborate with security providers to ensure proper security protocols and procedures are in place.
- Investigate and report any security incidents or breaches, taking appropriate actions to prevent reoccurrence.
- Collaborate with the HR department to manage staffing needs, including recruitment, training, and performance management.
- Provide leadership and support to the operations team, fostering a positive work environment and promoting teamwork.
- Address employee concerns, grievances, and disciplinary matters in line with company policies and procedures.

Requirements

- Strong knowledge and experience in freight forwarding and road transportation operations.
- Strong knowledge on FOB warehousing and exports via the port
- Familiarity with HSE regulations and best practices in the logistics industry.
- Understanding of ISO quality management systems and compliance requirements.
- Proficiency in warehouse operations management, including inventory control and distribution.
- Knowledge of security protocols and procedures.
- Sound understanding of HR practices and employee management.
- Excellent communication and interpersonal skills.
- Strong organizational and problem-solving abilities.

- Ability to work under pressure and meet deadlines.
- Proficient in relevant software applications and systems.
- Ethical and honest, passionate and energetic.
- Well organized and disciplined.
- Ability to perform successfully under pressure.
- Highly intelligent.
- Strong strategic thinker.
- Creative and innovative.
- Detail-oriented.
- Passionate about the business.
- Ability to set and strong desire to achieve high standards.
- Financial acumen

Application Process

To submit your application, please follow the link provided below. https://trafigura.wd3.myworkdayjobs.com/ImpalaCareerSite/job/Dar-Es-Salaam-Tanzania/Operations-Manager_R-016077?source=linkedin