



## Transportation Manager

**Are you interested in using your logistics experience to make the difference in the lives of 116,000 clients every month?** Do you strongly believe that no man, woman or child in Alameda County should go to bed hungry? If you said yes to any of these questions, then please consider joining the Alameda County Community Food Bank's mission of serving over 116,000 clients every month.

We are seeking a highly organized, dependable **Transportation Manager** with great communication skills who will lead, develop and manage Food Bank transportation activities. As a leader in the Programs & Operations department, we are looking for a candidate who can thrive in a dynamic environment, inject fresh innovations into the logistics function and can motivate their team to embrace change to improve service to our clients. Major responsibilities of this position include utilizing fleet management software to provide recommendations to senior leadership for improving current procedures, increasing delivery efficiency, and developing strong metrics to ensure continuous improvement. Leading a team of eight dedicated CDL professionals, a successful candidate will develop, train, motivate and encourage staff by fostering environment of teamwork and ensure productivity targets are met.

The 2016 Feeding America Food Bank of the Year, Alameda County Community Food Bank is a well-established and multi-faceted organization serving 1 in 5 Alameda County residents. Our organization's success is built on bold decision-making, a culture of equity and inclusivity, and an environment that embraces innovative thinking to create a healthier, more prosperous and just community *for all*. The distribution of 31 million meal annually, through partnership with 200 community organizations, is the core of our efforts – which also include nationally-recognized advocacy and outreach efforts, nutrition and wellness, research, and partnerships in healthcare and education. We have received Charity Navigator's top rating for 11 consecutive years, ranking us among the top 1 person of charities nationwide. Please learn more about our efforts at [www.accfb.org](http://www.accfb.org).

### KNOWLEDGE SKILLS AND ABILITIES

- Highly organized, dependable individual with great communication skills.
- Three to five years' experience driving trucks with heavy logistics focus combined with supervisory experience.
- Previous experience training, reviewing and developing staff.
- Strong ability to gather and analyze data to promote and achieve efficiency goals.
- Daily dispatching and routing experience. Roadnet Fleet Management Software experience preferred.
- Ability to facilitate the driver training and safety programs.
- Intermediate computer skills with proficiency in MS Office suite required. Experience in data entry and inventory software experience preferred.
- Valid California Class-C driver's license and insurable driving record required. Class A commercial driver's license preferred.
- Ability to maintain all paperwork and records assigned to this position.
- Ability to perform duties in accordance with the Food Bank's Illness and Injury Prevention Program.

### PERSONAL ATTRIBUTES AND VALUES

- Passion, enthusiasm, focus, and creativity around Alameda County Community Food Bank's vision, mission and values of community, leadership, transparency, and diversity.
- Impeccable integrity and honesty.

- Strong work ethic with an orientation towards constant innovation and process improvement Innovative self-starter and problem solver with a bias towards action
- Ability to work both independently and in a collaborative setting with people of diverse backgrounds/circumstances

#### **PHYSICAL REQUIREMENTS**

This multifaceted position is in both an office and warehouse environment as well as in company vehicles. The position requires the ability to do heavy lifting (70 lbs.) bend, stoop, squat, climb, step up, sit for long periods of time, stand and walk as associated with Operations activities. Ability to work on a computer, use a phone, communicate clearly and understand instructions.

This is a full-time exempt position. The annualized salary range for this position is \$66,651.30 - \$68,873.01. We offer an outstanding benefit package including:

- Medical: 100% for employees and 93% for dependents for Kaiser HMO. Buy-up options to Blue Shield HMO and PPO plans are available.
- Dental: 100% for employees and their dependents.
- Vision: Optional
- Flexible Spending Accounts: Optional
- Commuter Benefit Account: Optional
- Supplemental life, ADD & LTD insurance: 100% coverage
- 403(b) plan available on the first day with employer match after 1 year of service
- Employee Assistance Program: 100% coverage for employee and dependents
- Generous vacation, sick and holiday leave accruals

**If you meet these qualifications and want to join our mission, please send your *resume and cover letter* through our Careers page located at <https://www.accfb.org/about-us/careers/>**

Due to high volume from our open positions and our limited capacity, we are unable to accept phone inquiries at this time. Thank you for your interest!

ACCFB provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, ACCFB complies with applicable state and local laws governing nondiscrimination in employment in every location in which the ACCFB has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

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