**Transportation Manager**

DeLong’s, Inc. is a steel fabricator that produces steel bridges and miscellaneous bridge components for the transportation industry and structural steel for the building industry. The company, founded in 1944, has approximately 190 employees at its locations in Jefferson City and Sedalia, Missouri. We are seeking applicants for a full-time Transportation Manager at our Jefferson City location. All qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

**Requirements:**

* Strong organizational, verbal, interpersonal, and time-management skills are required.
* Ability to take initiative, prioritize tasks, problem-prevent, and problem-solve required.
* Ability to work independently as well as with a team required.
* Five (5) years’ experience in the transportation industry, including dispatching drivers, required.
* Two (2) years’ experience in direct management of dispatch, routing, and driver management required.
* Working knowledge of Department of Transportation (DOT) regulations required.
* Proficiency with computers, including Microsoft Office Suite is required.
* Familiarity with pre and post-trip inspections and vehicle maintenance of transportation equipment required.
* Class A Commercial Drivers’ License (CDL) preferred.

**Duties and Responsibilities:**

* Manage drivers to ensure on time delivery of products.
* Handle all manpower and equipment needs.
* Communicate in a professional and helpful manner with customers and other internal departments.
* Promote safety with drivers through actions and communications.
* Report immediately to the customer any delivery issues and work quickly to provide resolution.
* Consistently review routes and contracted carriers for better utilization and cost-effectiveness.
* Ensure all DOT recordkeeping and compliance regulations are met.
* Guide, direct, and motivate the transportation team regarding the daily performance of their assigned duties in a manner consistent with the company culture.
* Work with internal Maintenance team to ensure safe and complaint equipment is maintained.
* Work with outside suppliers for off-site maintenance, roadside assistance, and contracted drivers or outside carriers when needed.
* Establish and maintain internal systems for load-tracking, inventory, maintenance, and controls and be able to provide timely related reports to the management team.
* Ensure consistent and professional communication with other departments, including Production and Sales, to ensure proper scheduling across all departments.
* Carry out supervisory responsibilities in accordance with the Company’s policies and applicable state and federal laws.

DeLong’s, Inc. offers a competitive salary based on education and experience and a competitive benefits package, including health insurance, paid time off, and a profit sharing and pension plan. Applications will be accepted until the position is filled, but interested candidates are encouraged to apply by December 14, 2018. If you are interested in working for a well-established company, please send your resume, completed application, and salary requirements to:

DeLong’s, Inc.

Attn: Human Resources Department

Human Resources Manager

P.O. Box 479

Jefferson City, MO 65102