

# Transport Coordinator

- Permanent full-time position
- Competitive salary package
- Food manufacturer
- Located in Altona, Victoria

Manildra Victoria, is part of the Australian owned Manildra Group, responsible for supplying a variety of food and industrial products within Australia and internationally.

We are looking for an experienced Transport Coordinator to plan, schedule and allocate loads for metropolitan and country areas, including internal company transfers and bulk deliveries.

Reporting to the sites Operations Manager, your responsibilities will include but are not limited to:

- Liaising with internal and external stakeholders regarding deliveries, orders and any customer issues
- Coordinating 3PL when required for deliveries and/or return of goods
- Manage, maintain and control all pallet stock movements on-site

To be considered for this role you will have:

- Previous experience as a Transport Coordinator
- Great customer service skills
- Computer literacy
- Demonstrated ability of maintaining transport schedules and meeting KPI's
- A positive and pro-active approach to work

The hours of work will fall between 7am – 6pm, Monday to Friday (8hr day) some flexibility between these hours will be required.

Successful applicants will be required to undergo a health examination, a Police check, submit evidence of right to work in Australia and provide 2 professional references.

Applications, including resume and introductory letter to be submitted to Mr. Antony Barnes.

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