

Truck Planning Specialist – Cleveland, Ohio USA

General Information

NewPort USA is specialized in transportation of chemical liquids, food stuff and gases in tank containers. Main trade areas are North and South America, Europe, Middle East, Africa, India and the Far East. NewPort USA is responsible for all commercial and operational activities in the USA. In some countries the activities are performed by agents, however, controlled by NewPort USA. The organization has in particular commercial, operational and financial staff.

The Truck Planning Specialist is responsible for the coordination of all truck transport for NewPort US.

Main Tasks

Coordinate truck transportation

- Plan truck transport, keep planning up to date and check transport orders to suppliers.
- Coordinate truck transport with suppliers to all destinations, nationally and internationally, in the most cost effective and efficient way.
- Take action if deviation is needed and updated all parties involved.
- Resolve conflicts when checking and implementing agreements and resolve any abnormalities in transport.
- Build and maintain relationships with the suppliers.

Administration

- Manage and is responsible for the updating of data and costs in the database.
- Control and detects irregularities and reports to the Manager.
- Perform work outside the indicated result area as and when deemed necessary by NewPort management.

Job specific skills and requirements

- Knowledge of and insight into the transportation branch
- Knowledge and understanding of administrative procedures, logistic, process requirements and relevant law – and regulations.
- Knowledge of IMDG, DOT
- Geographical knowledge
- Knowledge of software applications

Interested?

If you like what you see and you want an interesting job in an international and dynamic company, send your application and resume to our HR Department in the USA (Kelly.Johns@newporttank.com).