



Transportation Officer

Reporting to the Transportation Manager, the position of **Transportation Officer** is responsible for organizing the most efficient and cost effective routes for the transportation of milk in the specific region. In doing so, DFO's mapping and routing systems are used and there is a strong focus on data collection and analysis, and the establishment of productive relationships with producers, processors and transporters.

This is a full-time permanent position at DFO's Head Office in Mississauga. Access to a vehicle, willingness to spend 20% of time traveling within the region, and work scheduled evenings, weekends and holidays are requirements of the position.

The successful candidate will possess the following qualifications and requirements:

- Post-secondary diploma, degree or equivalent work experience;
- 2 years' experience in logistics and/or transportation;
- Ability to utilize complex mapping and routing systems;
- Strong analytical skills;
- Strong written and verbal communication skills;
- Ability to work independently;
- Strong functional knowledge of raw milk transportation and allocation in Ontario an asset;
- Working knowledge and overall understanding of the dairy business in Ontario an asset; and
- Bilingual in French and English is considered an asset.

Overview of the job responsibilities:

1. Make arrangements for everyday pick-up of milk from producers to processors.
2. Track and collect transportation cost and variance data.
3. Perform analysis of data to identify trends, issues and opportunities for improvement.
4. Develop and implement plans to deliver transportation cost savings.
5. Utilize mapping and routing software to perform route analysis and rationalization.
6. Perform monthly field visits to plants and transporters.
7. Perform annual tank truck inspection site audits.
8. Schedule truck inspections with transporters.
9. Assist with milk allocation issues.
10. Follow-up with producers on reported farm conditions.
11. Work with finance to correct milk collection reports, volumes, truck numbers, dates, odometers, missing reports, etc.
12. Verify, adjust and process financial adjustments for transporters.
13. Run freight payment formula monthly for each transporter.
14. Provide support to the Bulk Tank Milk Graders Program and evaluate performance of apprentices.
15. Bulk Tank Milk Grader (BTMG) and WHMIS certification are required. Training is provided.
16. Provide rotating weekend, holiday and week night after hours on call coverage.

Dairy Farmers of Ontario maintains an accommodation policy and will provide accommodation to job applicants with disabilities during the hiring process. Please contact us should you require an accommodation.

Interested applicants should submit a cover letter and resume to the HR Department on or before **February 8, 2019**:

Human Resources Department
Dairy Farmers of Ontario
6780 Campobello Road
Mississauga, ON L5N 2L8

E-mail: human_resources@milk.org

Only applicants selected for an interview will be contacted.