**Job Description Template: Carrier Manager**

Location: [City], [Town]

Position Type: Full-time

Department [department]

Reports to [Role]

**About Us**

[Company Name] is a prominent player in the [briefly describe your industry, e.g., logistics, transportation, etc.]. We are dedicated to [mention your company's mission or vision], and we take pride in providing [specific details about your company's services and a commitment to excellence]. Our team is committed to [describe company culture, values, and goals]. Join us and become a vital part of our workforce, where your role as a Carrier Manager will be pivotal in our ongoing success.

**About the Role**

As a Carrier Manager at [Company Name], you will play a central role in optimising and managing carrier relationships and logistics operations. You will be responsible for [list key responsibilities and tasks], including identifying and onboarding new carriers, monitoring performance, and ensuring the efficient and cost-effective movement of goods.

Key Responsibilities:

* Identify, evaluate, and select new carriers to expand our network and meet company needs.
* Build and maintain strong relationships with carriers, negotiating terms, rates, and contracts.
* Monitor carrier performance, ensuring on-time deliveries and quality service.
* Collaborate with carriers to optimise routing, load planning, and cost-efficiency.
* Address and resolve carrier-related issues, such as delays, disputes, or discrepancies.
* Develop and analyse reports and performance metrics for carrier activities.
* Identify opportunities for process improvement and cost reduction in carrier management.

Knowledge and Skills Needed

* Proven experience in carrier management, logistics, or related field.
* Strong knowledge of transportation and logistics operations.
* Negotiation skills and proficiency in contract management.
* Exceptional organisational and time management skills.
* Effective communication and interpersonal skills.
* Strong problem-solving and decision-making abilities.
* Familiarity with regulations and compliance in the transportation industry.

**Person Specification**

We are seeking a dedicated and results-oriented individual who can effectively manage carrier relationships and contribute to the success of our logistics operations. The ideal candidate will possess the following attributes:

* Proactive and goal-oriented with a track record of achieving objectives.
* Strong organisational skills and the ability to multitask in a dynamic environment.
* Collaborative team player with a focus on optimising carrier operations.
* Analytical mindset to identify areas for process improvement and cost reduction.
* Strong communication skills and conflict resolution abilities.
* Adaptable to changing priorities and able to handle high-pressure situations.
* Dedication to maintaining high standards of service quality and compliance.

What's in It for You

* Competitive salary and benefits package.
* Opportunities for professional growth and career advancement within a reputable and growing company.
* A dynamic and collaborative work environment that encourages innovation.
* The opportunity to make a significant impact by optimising carrier relationships and logistics operations.
* Work with a team that is passionate about [mention company values or mission].
* Access to [mention any specific perks, training, or additional benefits your company provides].

Join our team at [Company Name] and take on a crucial role as a Carrier Manager, contributing to the efficiency and success of our logistics and transportation processes. If you are a detail-oriented professional with the skills to manage carrier operations effectively, we would love to hear from you.