

Job Title:	Chief of Inland Logistics	Department:	Wheeled & Tracked Cargo
Location:	Baltimore, MD	Travel Required:	10%
Level/Salary Range:	\$35,000 Plus Commission & Profit Share	Position Type:	Upper Management
HR Contact:	Katrina Dill	Eligible for:	Benefits & Profit Share

Job Description

Summary of Position

The Chief Inland Logistics is responsible for the overall contribution of the department to company goals and objectives. The individual will be responsible for ensuring that action items related to the logistics of transported wheeled & tracked cargo adhere to compliant measures as determined by the US Government. They will ensure the workload is handled in a timely manner and communicate with other management on a weekly basis.

Role and Responsibilities

Area of Responsibility	% of Time	General Tasks
Operations	75	Daily workload management and data entry, Training (Classes, Seminars, Conferences), Support to other departments
Marketing	10	Conferences (Identify opportunities, evaluate with development officer and attend), Knowledge of Industry Trends (review publications, participate in associations, evaluate opportunities with development officer), Referrals (Build relationships with customers)
Accounting	10	Quarterly Report Meeting (evaluate, improve, implement) Invoicing for Department
Compliance	5	Manage CTPAT certification (Company, Vendors, High Volume Customers), Verify Transporter Insurance

Qualifications and Education Requirements

Extensive knowledge of FMC and DOT requirements as it relates to Auto Transport in the US is mandatory.

Bachelor's degree in related field or one that hones similar skills and competencies necessary for the position.

Or other industry experience gained.

Preferred Skills

CDL

History of handling wheeled and tracked cargo

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	

