

<i>JOB PROFILE</i>	
Job Title:	Plan Coordinator
Reports To:	Plan and Customer Service Manager
Reportees To:	Allocation and Customer Service Representatives
Department:	Planning Department

Summary	As a Planning Coordinator, you will be responsible for ensuring there is the available fleet are effectively and profitably utilized and balanced given the available target orders per/period and per the signed SLA's with different.
Job Description:	<p>The Plan Coordinator will be responsible for:</p> <ul style="list-style-type: none"> ● Ensuring that the set monthly targets are met ● Ensuring that all available trucks are effectively utilized ● Ensuring that the clients under your management are satisfied and well served ● Crisis Management with regard to accounts managed ● Must be able to forecast and produce required reports regularly. ● Any Other responsibilities appertaining this role.
Requirements	<ul style="list-style-type: none"> ● A degree in any relevant discipline ● Must have atleast 4yrs work experience ● MUST have 2 yrs experience in a Transport and Logistics company SPECIFICALLY in doing vehicle allocation
Other Expectations	<ul style="list-style-type: none"> ● Excellent interpersonal and communication skills: <ul style="list-style-type: none"> ○ ability to develop and establish solid and trustworthy relationships ○ ability to influence senior levels internally and externally ● Capable to think in industry sector mechanisms and dynamics and the ability to act upon them ● Excellent analytical skills, logical approach to complex matters and ability of strategic thinking and planning ● Process- and result-oriented, problem solving, decision and execution focused ● Loyalty to company values, guiding principles and policies and personal integrity

