

For 60 years, Arnold Bros. Transport Ltd. has been providing transportation solutions to customers throughout North America using over the road services. We specialize in customers requiring consistent time sensitive solutions. Arnold Bros. Transport Ltd. is looking for an experienced candidate to fill a full-time position.

This position is responsible for being the liaison for Company and Owner Operator drivers, and other departments within the company. Other responsibilities include fostering communication between drivers, owner operators and management, coordinating and allocating use of company equipment, and working with drivers to establish positive working relationships and utilization.

Responsibilities include but are not limited to:

- Conduct annual meetings with all Company and Owner Operator drivers to review company direction and obtain feedback
- Participate in Driver Council
- Participate in driver orientation
- Coordinate and attend meetings between Operations/Safety & Compliance, and drivers to resolve issues related to claims, accidents, service failures, performance and disputes
- Resolve concerns between drivers and other departments as required
- Communicate driver accessorial pay to payroll
- Review and advise payroll of Owner Operator rental deductions on a monthly basis
- Contact part time drivers as needed regarding availability and operational requirements to move freight
- Update unit utilization in TMW File Maintenance as needed and review monthly
- Reallocate units based on mileage to balance life of unit against lease terms as required
- Coordinate training for drivers assigned to new units
- Discuss down time of units with maintenance on daily basis
- Allocate units to Company drivers related to breakdowns
- Coordinate the movement of open trucks from other markets back to Winnipeg
- Ensure units are assigned to company drivers upon successful completion of orientation
- Coordinate cleaning of trucks as required
- Maintain and enforce Company truck cleanliness program
- Assist recruiting in promotion of company through events, tradeshow, and provide additional hiring support

Qualifications: Along with a minimum of 2 years experience in the transport safety and compliance industry, the successful candidate will have strong leadership skills, excellent written and verbal communications skills, solid computer knowledge & experience specifically in Microsoft Word, Excel, Outlook & TMW, strong customer service focus, exceptional organizational &, problem solving skills and the ability to multi-task in a fast paced environment.

Arnold Bros. Transport offers a benefit package, a competitive starting salary and opportunities for career growth. Candidates interested in this exciting opportunity should apply by email, including your cover letter, resume and salary expectations, by **Wednesday, October 10, 2018** to:

**Arnold Bros. Transport Ltd.
Director, Human Resources
739 Lagimodiere Blvd
Winnipeg, MB R3J 0T8
E-mail: hr@arnoldbros.com
www.arnoldbros.com**

Arnold Bros. welcomes diversity and encourages applications from qualified women and men, including members of visible minorities, aboriginal people and persons with disabilities.

We thank all applicants. Only those under consideration will be contacted.