



JOB DESCRIPTION

Last Date Reviewed:
8/30/2023

Job Title: Traffic Manager

Department: Distribution Center

Location: Logistics Center

ABOUT GABE'S

Gabe's was founded in Morgantown, WV in 1961 with a mission to offer customers the quality products that they want, at affordable prices they love. Today our mission continues as Gabe's expands into new and existing markets across 20 states. Gabe's enjoys an outstanding reputation in the communities we serve. This reputation is a result of living our values and making the best decisions for our associates, customers, and company. Together we will strive to deliver superior customer service, create a great work environment, and improve the value we deliver to our customers.

JOB SUMMARY AND PURPOSE

The Traffic Manager will direct and manage the acquisition of product from Gabe's vendors and the delivery of goods to Gabe's Distribution Centers (DC).

DUTIES AND RESPONSIBILITIES

- Coordinates the pick-up of products from vendors and delivery of the same Gabe's DC facilities.
- Manages 3rd party relationships with Gabe's consolidators and carriers.
- On an ongoing basis, negotiates freight rates and service expectations with vendors.
- Optimizes mode of transportation, carrier and lane assignments for products delivered to Gabe's DCs.
- Works in conjunction with Outbound Freight and Fleet Manager to ensure efficient product deliveries to Gabe's retail locations.
- Tender carrier loads of freight through the company's systems (TMS, Portal, etc.).
- Prepares freight accruals and audits monthly freight expenses (line haul, accessorial charges, spot rates, etc.).
- Manages demurrage and detention costs, including the timely return of assets to 3rd party partners.
- Tracks Logistics freight expenses against forecast and budget.
- Prepares required reports by collecting, summarizing, and analyzing information.
- Issues recommendations for inbound freight cost savings and/or service improvements.
- Leads and mentors the team charged with routing Gabe's purchase orders.

EDUCATION AND EXPERIENCE

- Degree in Logistics related field or similar experience.

KNOWLEDGE, SKILLS, AND ABILITIES

- Excellent communication skills.
- Proficient in negotiating with outside parties.
- Possesses knowledge of the freight transportation industry.
- Strategic planning skill set.
- Excellent organizational skills.
- Has an understanding of federal motor carrier rules and regulations.
- Ability to work overtime.

SUPERVISION

Reports to the Director of Logistics. Direct reports include Load Coordinator and Traffic Office Clerk.

DISCLAIMER

This description does not state or imply that the duties listed are the only duties to be performed by the position incumbent. Justification for the information provided in the job description may be requested. Employees are required to follow job-related instructions and perform other job-related activities assigned by their supervisor.

All requirements are subject to possible modification in order to provide reasonable accommodation to individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves, other employees, or the public.