

Loadit is looking for a person who can fulfil the following job spec: **(Closing date for applications: 31st March)**

- **Job Title:**
 - Transport Supervisor for Loadit
- **Start:** April, but flexible
- **Responsibilities:**
 - Make sure that both customers and drivers are satisfied: (We make all our customers smile.)
 - Ensure that all customer jobs get appropriate drivers allocated to them timeously
 - Monitor customer jobs
 - Solve customer and driver issues
 - Complete administrative tasks relating to the transport jobs – e.g. Prepare and email an invoice, adjust prices on the system, etc
 - Other tasks may include:
 - Anything related to helping Loadit grow and be more profitable
- **Job requirements:**
 - Part-time now, with potential to go full time as Loadit grows
 - Working flexible hours to start: Week-days and weekends
 - Preferably a Diploma in transport or logistics:
 - Minimum passed 2nd year if still studying, preferably finishing full time study at the end of 2020
 - Great communication skills, particularly over the phone
 - High EQ – ability to deal appropriately with the occasional emotional customer or driver
 - High problem solving ability
 - Good maths
 - Good English
 - Good IT skills: Excel, MS Word, Email, general internet, etc
- **Experience:**
 - Road transport experience would be good, but not critical
 - Proven ability to plan and organise for stuff to get done
- **Where:**
 - Johannesburg based: Mostly will work from anywhere as long as you have good connectivity:
 - Be available on mobile
 - Able to access internet
 - Easy access to Rosebank area for coming into the office when required – You will need to commute to a place where you can meet with a trainer for at least ten days while undergoing initial training
- **Hardware required:** (Data and voice costs will be covered by Loadit.)
 - Have your own good laptop
 - Have your own good smartphone

Please send CV's to:

- help@loadit-app.com