



HEAD OF LOGISTICS & INVENTORY -NKCC/HR/92 /HoL& I/04/01/2024

Job Purpose

Head of logistics & Inventory will be responsible for managing all the company's Inventory & transportation and ensure optimal utilization of resources.

Key Responsibilities:

- Managing Movement of Raw Milk within the supply chain i.e. from the farmer collection points to the cooling plants, to the factories and to the depots.
- Managing the utilization of company owned vehicles and hired transport to ensure proper use of the same.
- Administration of the transportation resources (vehicles, drivers, fuel).
- Planning and ensuring that the most efficient route is used to minimize transportation costs.
- Liaising with the Warehouse and Sales departments to transport products between the depots and the market as and when required.
- Evaluating and selecting the most appropriate mode of transportation based on minimum transport costs for a given task.
- Liaise with the workshop on vehicle service records, schedules for maintenance repairs, insurance, etc.
- Managing of the inter-creamery transfer of product
- Prepare periodical management and Board reports to update management and Board on performance of the Section.
- **Any other duties as assigned by immediate supervisor.**

Qualifications and Personal Specifications

- A minimum period of ten (10) years relevant work experience and at least four (4) years in a management role in comparable and relevant position.
- MSc or MBA in Supply Chain Management or equivalent qualification from a recognized institution.
- Bachelor's degree in Procurement & Supply Chain Management and Bachelor of Commerce in Accounting /Management /Procurement or equivalent qualification from a recognized institution.
- Management Course lasting less than four (4) weeks from a recognized institution.

- Professional qualification in relevant field.
- Proficiency in computer applications.
- Full Member of the Chartered Institute of Procurement and Supply (MCIPS) or its equivalent.