



VACANCY

POSITION – TRANSPORT MANAGER

LOCATION –SIMBA FARM, RUMURUTI

REPORTING TO

GENERAL MANAGER

Company Profile

AAA-Growers Limited is among the leading Kenyan exporters of different types of Vegetables, Flowers, and Avocados. We are looking for a Transport Manager for our Simba Farm in Rumuruti.

Job objective

As the transport manager you will be responsible for overseeing coordination of transportation services, including route allocation, stage management, staff pickups, and recording the timing of buses, liaising with the traffic police, ntsa and related transport /vehicle agencies. The Transport manager will play a crucial role in ensuring efficient and reliable transportation for our staff while maintaining a high level of communication and transport emergency preparedness.

Your tasks and responsibilities

- Maintaining and updating the vehicle fleet, including records scheduling for regular service/ maintenance and repairs.
- Keeping track of vehicle registrations, TLB, insurance
- Managing fuel usage and efficiency.
- Ensuring vehicles comply with safety regulations and conducting safety checks.
- Handling traffic and insurance claims in case of accidents or damages.
- Ensuring compliance with transportation laws and regulations.
- Training the transport team on staff safety precaution and ensuring the buses have safety procedures and guidelines.
- Ensuring the buses have fully equipped first aid kits
- Submission to the management on seat belt status for buses.

- Liaising with authorities such as police or transport agencies such as ntsa regarding vehicle inspections or incidents.
- Recruiting, training, and managing driver's discipline.
- Ensuring drivers have valid driving licences and duly renewed before allocating the buses.
- Monitoring driver performance, discipline, and adherence to regulations.
- Planning and optimizing transportation routes to ensure efficiency and timely delivery of goods or passengers.
- Compiling different reports as required
- Developing and implementing contingency plans with conjunction with the senior management for emergencies or disruptions in transportation services

Your profile

- Diploma or Degree in Transport Management, Logistics, Business Administration, or a related field.
- At least 3-5 years of experience in fleet management, transportation coordination, or a related role.
- Proven experience in managing drivers, vehicles, and transportation routes effectively.
- Strong knowledge of vehicle maintenance, safety standards, and compliance with transportation laws and regulations.
- Familiarity with insurance claims processes and handling traffic-related incidents.
- Proficiency in using fleet management software and Microsoft Office Suite (Word, Excel, PowerPoint).
- Strong organizational and multitasking skills.
- Excellent communication and leadership abilities for training and managing drivers.
- Problem-solving skills, especially in emergency and contingency planning.

We offer.

AAA growers has great ambitions. Innovation, technology, and quality are high priorities. This results in a challenging working environment in which you can develop yourself. AAA growers offers plenty of room for personal growth and development. We have an informal and easily accessible working environment in which cooperation is very important.

The position comes with a competitive salary as well as other benefits.

Your application

Click here to apply: [job application \(aaagrowers.co.ke\)](http://aaagrowers.co.ke)

Deadline for Applications –23rd December 2024.

AAA Growers Limited
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