



**Tennessee Rehabilitative Initiative in Correction**

**Website:**

[www.TRICOR.org](http://www.TRICOR.org)

**To apply please submit your resume or application via:**

**Email:**

[TRICOR.HumanResources@tn.gov](mailto:TRICOR.HumanResources@tn.gov)

Or

**Mail to:**

TRICOR Human Resources

6185 Cockrill Bend Circle

Nashville, TN 37209

**For more information contact  
Nikki Turner at 615.741.5705**



**All State of Tennessee facilities are smoke free environments.  
The State of Tennessee is an equal opportunity, equal access, affirmative action employer.**

**TRICOR Logistics Manager**

**TRICOR Logistics Center (TLC), Nashville, TN**

**Please send salary requirements with your resume and/or application by July 20, 2015.**

*TRICOR, a self-supported agency of the State of Tennessee, prepares Offenders for success after release.  
Our creative workforce solutions create value for Partners, Taxpayers and the Tennessee Economy.*

**Job Description:** TRICOR is seeking an exceptional individual to lead its logistics and warehouse operations. This position is responsible for the day to day operations of the TRICOR fleet including dispatch, route planning, delivery scheduling and managing the warehouse as it relates to the hiring and training of offender workers on receiving, inventory control, order picking, and shipping accuracy.

**Primary Responsibilities:**

- Focus on continuous improvement to insure efficiency, cost reductions, cost competitiveness and a valued customer experience based on best practices;
- Dispatch drivers and schedule pickup and delivery appointments, enter changes in to system, and communicate changes to drivers;
- Maintain accurate and timely shipment status;
- Analyze pool of drivers available to accept loads for proximity to pick up location, available hours under DOT regulations, home time and other external factors;
- Compliance with all DOT and TCA rules, practices and statutes;
- Maintains budget and meets expectations;
- Match freight loads with the optimal driver based on location of available loads and available drivers; Prioritize loads by delivery deadline and customer priority;
- Commit to and receive detailed customer load information by telephone, fax or electronic tendering, and accurately input all load information into the system;
- Build relationships with TRICOR customer support staff to resolve customer and driver issues to prevent service failure to the customer;
- Accomplishes warehouse staffing objectives by selecting, training, assigning, scheduling, coaching, counseling, and disciplining offender workers; communicating job expectations; planning, monitoring, appraising job contributions; adhering to plant rules, policies and procedures;
- Responsible for the monthly payroll and performance evaluations of offender workers;
- Meets warehouse operational standards by contributing warehouse information to strategic plans and reviews; implementing production, productivity, quality, and customer-service standards; resolving problems; identifying warehouse system improvements;
- Other duties and special projects as assigned by management.

**Education and Experience:**

- Preferred: Bachelor's Degree in industry related field from a recognized, accredited institution and three (3) years plus relevant experience in transportation and/or customer service.
- Required: High School Diploma or Equivalent. Candidates in this category should have five (5) years plus experience in transportation and/or customer service.
- Heavy DOT/regulatory compliance element.
- Experience in a warehouse and/or manufacturing setting is a plus.
- Excellent computer skills required.

**Key Competencies:**

Supervision, Safety & Time Management, Data Entry Management, Reporting Skills, Analyzing Information, Dealing with Complexity, Deadline-Oriented, Equipment Maintenance, Organization, Excellent Verbal & Written Communications, Customer Focus, Critical Thinking, Decisive, Cross Functionality, Life-Long Learner, Relationship Management and Results Oriented, Self-starter.

*Our Mission: To prepare offenders for success after release.*