

POSITION DESCRIPTION

Position: Assistant Manager, Global Logistics & Optimization

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| Reports to: | Director, Global Logistics, Optimization & Positioning |
| Location: | Montvale, NJ USA |
| FLSA Status: | Exempt |
| Prepared by: | Human Resources |
| Date: | 12.2.24 |

Summary:

Assistant Manager level role that supports the development and advancement of SeaCube's Global Logistics network for Optimization and Positioning. Providing support to both commercial and operations initiatives across all regions, executing corporate strategies, and managing special projects. Liaison to our regional Logistics & Optimization managers- who are currently based in North America, Europe and in Asia- providing structure and support with the primary goal being to help all concerned minimize cost and lead time while optimizing equipment leasing or sales globally.

Scope of Work:

The nature and scope of the work will be to assist the global team in executing the strategy, process and plan implemented by the Director of Global Logistics. As part of a larger Optimization & Positioning team the Assistant Manager is tasked with assisting all team members in critical aspects of our daily routine ensuring that we find opportunities to reduce cost and improve lease out and/or container sell opportunities by positioning equipment to higher demand areas all while ensuring our internal checks and balances are completed correctly and in a timely manner. By working across our regions and being deeply involved in the development, contracting, booking and KPI results the Assistant Manager will quickly gain a wealth of understanding of the SeaCube business model enabling the scope of the job to grow with the individual and/or potentially providing a platform for work in other areas of the organization.

Essential Duties & Responsibilities:

- Primary point of contact for all Salesforce Contracting for Global Logistics & Optimization managing the entry, maintenance, and updates for all positioning business in collaboration with team members located in the US and overseas
- Primary point of contact for Global Logistics & Optimization Booking Management managing the entry, maintenance, and updates for all positioning business in collaboration with team members located in the US and overseas
- Primary point of contact for Track & Trace Consolidation & Troubleshooting managing the data collection, entry, maintenance, and updates for all our positioning business in collaboration with our external positioning partners
- Responsible for maintaining the Global Logistics & Optimization Rate Matrix managing the data collection, entry, maintenance, and updates for all the quotes we receive from our external positioning partners and marketing resources
- Responsible for compiling and tabling our Weekly & Monthly KPI & Report Generation and Analysis in collaboration with the Director, Global Logistics, Optimization & Positioning
- Responsible for maintaining Internal Logistics & Optimization Documentation in collaboration with the Director, Global Logistics, Optimization & Positioning
- Assist the Director in all aspects of SOC Empty Freight Payment Management including collecting and compiling known invoices and helping to ensure timely payment to our positioning partners
- Assist in Ad Hoc Reporting as required
- Must be self-driven, organized, and capable of maintaining and delivering on multiple disparate projects simultaneously!

Qualifications / Requirements:

- Bachelor's degree in Supply Chain Management, or a related field, or equivalent practical experience
- Manager level experience working for an ocean carrier, NVOCC, logistics company or shipper preferred
- Experience within a developed global, cross-functional team preferred
- 5 years of experience in ocean shipping and/or global supply chain across multiple disciplines, in related technical/networking fields, or equivalent practical experience
- Financial and data analytical skills to support daily task requirements
- Knowledge of Excel, MS Word, MS Power Point, and other relevant Supply Chain / Logistics Tools

SeaCube is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, national origin, or veteran status.