



People Connectivity

LOGISTIC MANAGER

KEY RESPONSIBILITIES:

Logistic manager is responsible for coordinating and supervising the supply chain and transportation processes to ensure that materials, equipment, and labor are available at the right place and time for the project.

DUTIES AND RESPONSIBILITIES:

- To develop comprehensive logistics plans and strategies for construction projects, including transportation, inventory and storage.
- To oversee the procurement, delivery, and storage of construction materials, equipment, and supplies.
- To coordinate with suppliers, vendors, and subcontractors to ensure timely delivery and availability of materials according to project requirements.
- To coordinate transportation logistics for construction materials, equipment, and personnel, including scheduling deliveries, arranging transportation modes (e.g. trucks, trailers, cranes), and managing logistics providers (e.g. carriers, haulers, freight forwarders).
- To implement inventory control measures and systems to track, monitor, and manage construction materials and supplies. To conduct regular inventory audits, reconcile discrepancies, and maintain accurate records of inventory levels, usage, and replenishment.
- To manage the logistics of construction equipment, machinery, and vehicles, including procurement, deployment, maintenance, and utilization tracking. To optimize equipment utilization and availability to support construction activities while minimizing downtime and costs.
- To implement environmental management practices and sustainability initiatives in logistics operations, such as waste reduction, recycling, and emission reduction measures. To minimize environmental impacts associated with transportation and material handling activities.
- To facilitate effective communication and coordination among project stakeholders, including project managers, contractors, suppliers, and logistics teams. To provide regular updates on logistics activities, progress, and issues to ensure alignment with project objectives and requirements.
- To monitor logistics costs, expenses, and budgets for construction projects. To identify cost saving opportunities, to negotiate favorable terms with logistics providers, and optimize logistics processes to achieve cost efficiency and budget targets.
- To ensure that the necessary construction equipment is available and operational. This includes arranging rentals, scheduling maintenance, and tracking the usage of equipment.

JOB REQUIREMENTS:

- Bachelor's degree, preferably in logistics, transport or construction.
- Experience of 10 years as logistics manager in infrastructure construction.
- Experience in the field of equipment management and materials supply.
- Experience of organization and settlement of logistical material, machinery and equipment tasks
- Knowledge of the construction market: materials, contractors, equipment.
- Knowledge of warehouse management and handling programs.
- Knowledge of the principles of line project management.
- High level of English language proficiency, both spoken and written (at least B1), to perform duties in relation to all colleagues coming from JV partner companies and knowledge of the Latvian language is preferable.
- Willingness to travel frequently – the project is carried out throughout the country.

WE OFFER:

- Opportunity to gain professional experience in an international company.
- Monthly salary starting from 3500.00 EUR gross (based on experience and competence).
- Opportunities for professional development and career growth.
- Great working environment and support in the work process.
- Workplace at Riga, Matrozu Street 15.
- Health insurance from the first working day.
- Corporate and social events.

WE ARE WAITING FOR APPLICATIONS IN ENGLISH