



## Transport Planner Ecclefechan

Hayton Coulthard Transport (HCT), as a result of continued growth, we have a vacancy for a **Transport Planner** to be based at our Ecclefechan site. This position involves complete planning and scheduling for the Ecclefechan operation and ensuring that the customers' requirements are met.

### The position involves:

- Planning and organising the activities of the Transport Operation, including the transition between the customers' peak and off-peak activity periods.
- Coordination activities include: vehicle route planning and scheduling.
- Managing and de-briefing drivers.
- Meeting on a regular basis with Line Managers to ensure that we are operating efficiently.
- Identifying and developing additional areas where we can add value to existing contracts.
- Ensuring that vehicle activity is planned in the most efficient manner.
- Arranging and scheduling of service for the fleet.
- Ensuring that all contracted work is covered in line with customer expectations.
- Meeting daily revenue targets per shift per vehicle.
- Communicating collection times and delivery bookings with customers.
- Adherence to policies and procedures within the Business Area.
- The boundaries prescribed by HACCP must be observed, where relevant, at all times.
- Company Safe Systems of Work must be observed and followed at all times. This includes maintaining standards of personal hygiene, as detailed in SSOW and Company Rules Book, especially wearing of uniform and PPE at all times.

### Essential Skills required:

- Previous experience of working within the Transport Warehouse and logistics industry.
- Previous experience using Manpack TMS system highly desirable.
- Be CPC National and / or International qualified is desirable.
- Have a good understanding of legal compliance, driver's hours and WTD's.
- Leadership Skills.
- Proven experience in customer relationship management.
- Have excellent communication skills both verbal and written.
- IT literate including MS Office. Strong analytic ability in review data and reports.

### Why Hayton Coulthard Transport?

- **Starting salary between £26,000pa and £32,000pa dependent on experience.**
- **Hours of work are 47.5 hours per week, Monday to Friday with alternate Saturday mornings.**
- **Free DCPC training during your employment\***
- **Free uniform.**
- **Excellent holiday allowance and company benefits.**
- **Pension and sickness scheme\***
- **Leading industry qualifications\***
- **Childcare voucher scheme.**
- **Referral Scheme.**
- **Strong culture of team work.**

### Who we are?

Hayton Coulthard Transport (HCT) is an award winning national distribution and Haulage Company with depots throughout Scotland operating as part of a joint venture with Gregory Distribution Ltd (GDL) based in Devon, both companies have been operating in the transport sector for more than 100 years and have one of the strongest brands in the business.

Plus you get to work with supportive colleagues who have a great team approach, whilst growing your career with one of the largest independent hauliers in the UK.

So if you have the drive to be the best and want to be a part of a flourishing and ambitious company, apply now for this vacancy.

Applicants can apply online at [www.haytoncoulthard.com](http://www.haytoncoulthard.com) or with a CV via email to [recruitment@gdl.uk.com](mailto:recruitment@gdl.uk.com)

**CLOSING DATE: 12<sup>th</sup> February 2018**