



## **CAREER OPPORTUNITY – OPERATIONS LEAD HAND** **(WITH CLASS 1 LICENSE)**

Harvey Auto Carriers is the major auto carrier for the island portion of Newfoundland and Labrador for major vehicle manufactures since 1975. Harvey Auto Carriers operates a modern fleet of specialized tractor/trailer haul away equipment and offers a seamless transportation service.

### **THE ROLE**

Harvey Auto Carriers currently has an opening for a full time, permanent role as an Operations Lead Hand (with Class 1 License) based in St. John's, NL.

This position will require the selected candidate to:

- Manage, coordinate and complete compound vehicle inspections and assist in the claims management process.
- Meet all administrative requirements to specification of manufacturers and dealers including timely accurate reports.
- Meeting company performance objectives as measured by on time delivery of vehicles to manufacturer's delivery standards.
- Assist and provide leadership and support in the day-to-day vehicle transport operations group.
- Assist and manage when required receipt of inbound vehicles from vessels
- Support and assist to ensure drivers are loading units in a safe and damage free manner.
- Support and assist to ensure Compound is kept neat and clean.
- Notify the Operations Manager of any accidents/incidents.
- Support & assist with workplace inspections when required.
- Support administrative duties as required when extra coverage is required.
- Performing other projects or miscellaneous duties as requested or assigned.

### **THE CANDIDATE**

The ideal candidate will have the following:

- Valid Class 1 driver's licence with a minimum of two (2) years driving experience is required.
- Several years' experience in a position related to Logistics management, procurement, materials management, business development or operations management would be an asset.
- Completion of a recognized logistic related course or designation would be an asset.
- Effective competence in safety management.
- Excellent verbal, written and interpersonal skills.
- Proficient in the use of the Microsoft Office suite.



- Ability to understand and work with diverse groups of people and clients.
- Teamwork skills that support a team-based operation.
- Dependable with proficient attention to detail.
- Must be available to work weekends and evenings when required and be comfortable working in all weather conditions.
- Comfortable working in an environment with heavy machinery and materials.
- Management skills that support a team-based operation.
- Proven ability to work in a fast pace environment and utilize superior decision making and leadership skills.

Interested candidates for the above noted role please apply by May 31<sup>st</sup>, 2023:

**Harvey Auto Carriers**  
**P.O. Box 5128**  
**60 Water Street**  
**St. John's, NL**  
**A1C 5V6**  
**[www.aharvey.com](http://www.aharvey.com)**  
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Harvey Auto Carriers is an equal opportunity employer; however only those selected for an interview will be contacted.