

Careers in the Supply Chain

LOGISTICS MANAGER

National Occupational Classification Code – 0016

Alternative Titles:

- chief executive officer (CEO) - manufacturing company
- chief financial officer (CFO) - urban transit system
- corporate controller, logging company
- executive vice-president – railway
- general manager, trucking company
- vice-president, finance - mining company
- vice-president, marketing - airline



Industry Description

Logistics Managers plan, organize, direct, control and evaluate, through middle managers, production, utility, transportation and warehouse companies. They formulate policies, which establish the direction to be taken by these companies, either alone or in conjunction with other members of a board of directors.

General Job Description

Logistics Managers are responsible for the operation of a distribution centre (DC) including the overall guidance and direction of key support functions in the areas of Human Resources, Finance, Administration, Information Technology, Maintenance, Quality Assurance, and Loss Prevention and Health and Safety.

Job Functions

Logistics Managers perform some or all of the following duties:

- Collect, review and analyze information regarding strategies, plans, policies and procedures based on operational analysis to maximize current operations or to plan for operational changes. Submit recommendations on financial and operational plans.
- Provide leadership and direction for senior management team through coaching, supporting and developing direct reports, establishing annual performance objectives, conducting performance assessments, and identifying opportunities for skill development.
- Ensures all employment-related standards, programs and procedures, including health and safety, are in place and adhered to in order to ensure compliance with the relevant legislation and company policy.
- Establish objectives for the company and formulate or approve policies and programs.
- Authorize and organize the establishment of major departments and associated senior staff positions.
- Allocate material, human and financial resources to implement company policies and programs; establish financial and administrative controls; formulate and approve promotion campaigns; and approve overall personnel planning.
- Select middle managers, directors or other executive staff.
- Co-ordinate the work of regions, divisions or departments.

Physical Demands Analysis

- Logistics Managers require confidentiality in dealing with client information, employee performance information and specific business objectives and financial information of the company.
- Work in a fast-paced environment within deadlines that are competing and unpredictable. Must ensure effective alignment and coordination between operational and support functions to ensure that overall performance objectives are met.
- Communications are mostly non-routing and non-controversial, involving professional discussions and meetings among key stakeholders.
- Frequent requirement for attention to detail; prolonged use of computer terminal equipment.
- Work in a typical office environment with frequent exposure to the warehouse-operating environment temperature variations, under conditions of minor risk of injury and low physical effort.

Position Expectations

Essential Skills	
Reading Text	3
Document Use	2
Computation	2
Writing	3
Oral Communication	2
Thinking Skills	2
Working with Others	2
Computers	2
Continuous Learning	2

Scale: 0 = n/a, 1 = minimal, 2 = moderate, 3 = high

Salary Range

Visit Working in Canada, at <http://workingincanada.gc.ca/welcome.do?lang=en>, to get current information about this position, including salary information.

Pre-employment Skills

- A university degree or college diploma in engineering, business administration, commerce or other discipline related to the company's product is usually required.
- Several years of experience as a middle manager in goods production, utilities, transportation or construction and warehousing are usually required.
- Specialization in a particular functional area or product may occur either through specific university or college training in that area or through previous experience.

Find information about supply chain-related educational offerings across Canada in the CSCSC's education compendium, at <http://www.supplychaincanada.org/en/education-information>.

Career Levels/Years of Experience

Career Levels	Position	Average Experience	
		From	To
3	Vice President	7 years	10 years+
2	Director	5 years +	6 years
1	Manager	4 years +	5 years+

References

- NOC (National Occupational Classification Codes), Government of Canada – <http://www5.hrsdc.gc.ca/NOC/English/NOC/2011/Welcome.aspx>
- Essential Skills – <http://www.hrsdc.gc.ca/eng/workplaceskills/LES/index.shtml>