

# Landside Planner - Nights

## Manchester Logistics

A vacancy has arisen for a Nights Landside Planner, within our busy logistics team based at Manchester Airport.

### Experience

- ✔ Experience of working in a fast moving busy environment with experience of providing the highest level of customer service, whilst working under pressure to meet operational deadlines.
- ✔ Ideal applicant should have a working knowledge of company procedures and be able to maintain a safe and secure working environment.

### Desirable Skills

- ✔ Customer focussed
- ✔ CPC in Road Haulage preferred
- ✔ Fully aware of current UK and EU transport legislation
- ✔ Class C + E and FLT licences desirable
- ✔ Ability to work to tight deadlines
- ✔ Good team player but capable of individual action
- ✔ Flexible approach (working hours, etc.)
- ✔ Excellent Time Management and Planning ability
- ✔ Excellent communication/interpersonal skills
- ✔ Decision making and problem solving skills
- ✔ Excellent communication and interpersonal skills
- ✔ IT
- ✔ Safety driven

### Key Tasks

- ✔ Creating and updating records of consignments in ABS trucking platform
- ✔ Planning and scheduling routing for airport to airport deliveries throughout the UK & Ireland
- ✔ Interrogate vehicle maintenance planners and driver regulations to ensure full compliance with O Licence requirements and DVSA legislation
- ✔ Interrogating the customer systems and ABS to obtain information concerning any consignment
- ✔ Liaise with customers in a polite and efficient manner personally or by telephone
- ✔ Liaise with warehouse staff and drivers as appropriate
- ✔ Produce any required spreadsheet/reports including KPI information for management
- ✔ To undertake any other duties as required by management, commensurate with the grade of the post
- ✔ Promote at all times the Vision, Mission, Values of dnata
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### Hours of work:

- ✔ Nights throughout the full week working on a roster pattern
- ✔ 42 hours per week, flexibility required

If you believe you have the drive and enthusiasm required, apply in writing with an up to date CV and covering letter advising why you are suitable for this position to:

Mark Brehon, Regional Logistics Manager at:  
[Mark.brehon@dnata.co.uk](mailto:Mark.brehon@dnata.co.uk)

Successful applicants will be shortlisted for interview, and must have the legal right to work in the UK  
Internal candidates - please ensure you have informed your manager of your application

**Closing Date:** 18 July 2018

dnata Ltd is an equal opportunities employer

The dnata logo, featuring the word 'dnata' in a lowercase, blue, sans-serif font. The 'd' and 'n' are connected, and the 'a' has a small yellow dot above it.