



Job Description

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| Job Title: | Road Transportation Manager (RTM) | | |
| Employer: | Sol Caribbean Ltd. or any other Sol entity. | | |
| Location: | To be determined | | |
| Available to: | Yes | Current Sol staff | Yes External Applicants |
| Reports to: | Regional Mgr. Ops. Excellence (OE) | | |
| Subordinates: | One (- RT Coordinator) | | |
| Purpose and Job Dimensions: | <p>Purpose:</p> <p>As a member of the HSE/OE Corporate Team, the RTM will lead all functional and technical matters across Sol by providing RT subject matter expert (SME), hands on support and guidance ensuring that all operating standards and practices under Parkland’s Operational Excellence Management System (POEMS) are applied consistently in all Sol markets. This is achieved by partnering with the market Operations Mgrs./Supervisors, Fleet Supervisors, Facility Supervisors, LPG and Aviation Business Lines, Procurement and by liaising with the Canada and USA RT peer functions.</p> <p>Job Dimensions:</p> <ul style="list-style-type: none"> • 23 countries • ~ 215 Heavy Goods Vehicles (HGV) • ~ 150+ Light Goods Vehicles (LGV) • Annual average Capex ~ US\$3.5M and Opex ~ US\$ 5M | | |
| Principal Accountabilities: | <p>The Road Transportation Manager will have responsibility developing the management framework and field support as required for all fleet (HVGs and a diverse fleet of LGVs) in the Sol Group as per the following focus areas:</p> <ul style="list-style-type: none"> • Policy <ul style="list-style-type: none"> ○ Liaison with Parkland Fleet management team to align on general framework and develop specific fleet replacement strategy, maintenance guidelines, KPIs etc. for Sol. ○ Update and maintain Sol's Road Transportation Goods and Equipment Guidelines Policy. ○ Road Transport HSE Case (Risk Register) – responsible for updating and maintaining Sol's Corporate Road Transport Case, and providing support to develop/maintain market RT cases. ○ Regulatory compliance – verify local transportation regulatory requirements and ensure that company guidelines meet or exceed the same. | | |

- Contracting/Procurement
 - Develop and maintain framework for technical specifications of company vehicles and providing guidance on requirements for 3rd party vehicles.
 - Vendor relations – Primary Sol contact for 3rd party vendors, original equipment manufacturers and tank body upfitters.
 - Provide input into annual fleet CapEx budget.
 - Align and implement Parkland Global Procurement Strategy/Guidelines for Sol procurement requirements.
 - Owner of service contracts with external service providers for technical maintenance inspections.
 - Provide framework and advisory for local fleet maintenance contracts including vetting of vendors and performance reviews.
 - Provide framework for third-party transport service provider contracts.
- Maintenance
 - Development and overall management of preventative maintenance (PM) plans for all fleet across Sol.
 - Coordination of external technical service inspections
 - Provides guidance on mandatory OPEX annual provisions for fleet maintenance – approx. USD 3M annual spend.
 - Provides guidance to local parties responsible for fleet maintenance i.e. Facility/Fleet Supervisors, mechanics etc.
 - Coordinates competency Assessment and gap analysis of in-house and 3rd party mechanics for local fleet maintenance.
- Fleet Programs
 - Management of Geotab/FleetCam (or alternate) in-vehicle monitoring systems.
 - KPI development and monitoring.
 - Develop framework for vehicle & capacity utilization, and efficiency monitoring.
 - Develop framework for black spot mapping.
- HSE & Training
 - Coordination of technical training for drivers and fleet maintenance resources in liaison with corporate HSE team
 - Lead all fleet incident investigations.
 - Development of fleet emergency response plans framework.

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| BOLD Behaviours and Values | <ul style="list-style-type: none"> • Be an ambassador and supporter of our BOLD leadership behavior and values. • When we are BOLD, we create a work environment where we can thrive and excel through continuous improvement whether we are an individual contributor, manager, director, or the senior leadership team. <div style="text-align: center;">  </div> |
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| Qualification Requirements: | <ul style="list-style-type: none"> • Engineering professional with university degree in Engineering, Science or equivalent qualification. • Minimum of 5-8 years of experience in Operations, Engineering or Road Transportation and Logistics Management. • Knowledge of the petroleum industry with specific interest in fleet is required. • Relevant industry automotive fleet management and maintenance certifications. • Heavy Good Vehicle License. <p>HSE - Specific</p> <ul style="list-style-type: none"> • HSEQ Protocols. • Accident / Incident Investigations. • Root Cause Analysis. • Safety Training / Development. • Emergency Response Protocols. • Incident Command and Crisis Response Protocols. • Regulatory / Quality Compliance. • Trend analysis and report writing. <p>Industry - Specific</p> <ul style="list-style-type: none"> • Smith System or other recognized professional Defensive Driving Training. • Product Knowledge, Handling and Control. • Terminal Operations and Fleet Asset Management. • Road Delivery Operations. |
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| Other Competency Requirements: | <ul style="list-style-type: none"> • Ability to communicate effectively (written, verbal) and deliver professional presentations. • Ability to work in a core team, collaborate in cross functional project teams and work autonomously on projects and initiatives. • Growth mindset and strong analytical skills. • Strong “Commercial Intensity”. |
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| | <ul style="list-style-type: none"> • Competence to make timely decisions, exhibit sound and accurate judgment. • Demonstrate confidence to implement and influence change. • Strong work ethic, high-level of enthusiasm and ability to excel in a flexible, fast paced environment. • Strong time management skills, efficiency and organization. • Demonstrable proficiency in MS Office suite: Word, Excel, Power Point, MS Project and HSE-specific tools such as root cause analysis. |
| Other Information: | <ul style="list-style-type: none"> • In addition to basic salary the successful applicant shall receive applicable job grade allowances and be eligible to participate in The Sol Group Pension Scheme and its non-contributory Group Health and Life Insurance Scheme. • Some travel within the region will be required. • Caribbean Community Skills Qualification desired. |
| Application Procedures: | <p>Applications are to be submitted by completing the Sol Job Application Form available on the Sol website at solpetroleum.com and submitted via e-mail to careers@solpetroleum.com on or by April 5,2024.</p> <p>Applicants must complete all the requested information to be considered. Certified copies of relevant certificates will be requested for those applications under consideration.</p> <p>Only suitable applications will be acknowledged.</p> |