



## 1. JOB TITLE: TRANSPORT SAFETY SUPERVISOR

Workplace location: DAR ES SALAAM-MAFUTA RD(TZA)

Location: Tanzania

### Candidate Profile

- A university degree/HND
- Minimum of 2 years work experience in a similar field and position
- Excellent communication skills
- Analytical self-starter
- Excellent IT skills
- Good geographic knowledge of Tanzania area
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### Activities

- **HSEQ**
  - o Application of Safety Management Systems for Transport (SMT / PATROM).
  - o Implement and follow up the Transportation action plan.
  - o Implement the corrective and preventive actions defined following accidents and incidents.
  - Participate with the HSE Manager in accident/incident inquiries and report writing.
  - Identify risks and analyze critical Transportation activity tasks.
  - Coordinating and responding to emergency situations
  - Assist in updating an emergency Transportation plan
  - Carry out spot checks on compliance with procedures (depot, station, transporter).

- Prepare and circulate ToolBox Meeting topics
- Monitor the execution of ToolBox Meetings.

#### **OBC Controls for HV**

- o Monitor the vehicles on a daily basis and make sure all OBC are functioning properly prior to any loading.
- o Perform a daily check of the relevance of recordings/alerts/ alarms received by email or text during the day.
- o Analyze driving events at each delivery return and inform the transport manager who will enforce sanctions in accordance with the predefined grid that has been accepted by the Transporter.
- o Prepare a transport activity report that will undergo monthly reviews by the transport manager, HSE Manager, and Operations Manager.
- o Trends to be identified and an action plan proposed to bring the observed events under control.
- o Daily tracking of truck locations.
- o Ensuring strict compliance with company regulations by drivers
- o Analyzing drivers' behavior daily and reacting immediately if the severity of the event so requires.
- o Monitoring the results on a weekly and monthly basis for trend analysis purposes.
- o Developing and presenting daily OBC anomalies reports and send to Transport Manager, Operations Manager, and HSE Manager.
- o Ask for defined sanctions to be applied with the transporters in the case of OBC breaches.
- o Ensure road risk assessment is completed in OBC
- Event records and trend analysis
- All events that happened during the trip and its preparation shall be recorded, in particular:
  - Anything not compliant with Safe to Dispatch and Safe to Load.
  - Accidents/incidents at loading, while driving and at delivery.
  - Non-compliance with OBC rules.
  - Share the information in regards to Transporter's behavior with the relation with accidents that they had and the "alert" and "alarm types of OBC incidents generated during operations, and follow up the action plans
  - Share the information in regards to the OBC service providers 'performance, maintenance of equipment and any possible updates of the software.
  - Recommend Management Committee the measures vis a vis the Transporter or OBC service provider.

- o Regularly perform Trend analyses per type of event and determine the main recurrences and to implement an appropriate action plan.
- DPS
- Create a comparable database (Mirror base) to the one used by Transporter on DPS software
- Cross-check action done by transporter through the DPS system
- - o Perform a road risk assessment.
  - o Identifying on-road exceptions and taking immediate remedial action
  - o Implement trip management plan before any longer route.
  - o Communicate any changes occurring during the trip so as initiate update of road risk assessment

#### • **Light Vehicle**

- o Ensuring strict compliance with company regulations by drivers
  - o Analyzing drivers' behavior daily and reacting immediately if the severity of the event so requires.
  - o Monitoring the results on a weekly and monthly basis for trend analysis purposes.
  - o Developing and presenting daily OBC anomalies reports and send to Transport Manager, Operations Manager, and HSE Manager.
  - o Ask for defined sanctions to be applied with the transporters in the case of OBC breaches.
  - o Monitor drivers deadlines (Regulatory training, Defensive training, medical check, licences, etc)
  - o Validate and communicate the list of accredited drivers
  - o Work together with a transporter to prepare and circulate Toolbox meetings topics
  - o Raise awareness and motivate the team on driving operations and its risk.
- Others
- Implement and follow up transportation activity KPIs.
- Monthly monitoring and analyses trends performance of transporter
- Proof of Delivery (POD) Management:
- Make sure all PODs are returned, duly signed and stamped.
- Proper control of PODs
- - o Update monthly KPIs
- Customer Complaint Management:

- Through PODs communicate customers complaints Customer service and relevant department/
- Follow-up outside working hours:
- Formalize hand-over of on-duty staff

### **Context & Environment**

- Working long hours and sometimes during weekend, public holidays and late at night.
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- Managing transport activity in a difficult environment due to:
  - The difference between local regulations and PATROM.
  - The level of safety awareness of drivers and transporters
  - The level of performance of some transporters
  - Road conditions and infrastructure

**APPLY HERE**

## **2. JOB TITLE: TERRITORY MANAGER**

Workplace location: ARUSHA-ESSO RD(TZA)

Location: Tanzania

### **Candidate Profile**

- Bachelor's Degree in commercial fields with at least three years' experience
- Autonomy, organization (ability to hierarchize events), strict approach, feeling for business and for customer service.
- Analytic mind, reactivity, availability.
- Ability to listen and communicate, managerial potential.
- Field man / woman.

### **Activities**

Under the authority of the Network Operation Manager, he is responsible for a profit center that he pilots with the support of functional and operational units (customer service,

maintenance, SFS, accounting, etc.). He is the main person responsible for the service stations he handles.

- He spells out, coordinates, develops and supervises the policies of the Network Department with respect to:
  - SFS: shop, wash, maintenance bay, food, programming and promotional operations
  - Reception of Products/ Service / Quality: Top service,
  - Hygiene / Safety / Environment / Safety of property and of persons
  - Maintenance: in interface with the maintenance unit, he makes sure that the operator observes the contract terms.
- He studies, proposes and negotiates the economic aspects of the contracts within the framework of their installation, of their renewal or of annual renegotiation (working capital required & Forecasted P & L).
- He controls and wards off the financial risks by making a monthly check on the manager's financial health (financial situation) and analyzes the economic and commercial performance levels (Real P & L).
- He proposes and implements the action plans required for optimizing results.
- He proposes and implements the continuing training plan for all station staff. He prepares and proposes a promotion policy for Young Dealers.
- He implements a competition and sectorial watch; identifies and characterizes possible prospects, analyzes the competition.
- He enrolls new fuel card customers and maintains the existing customers
- He conducts stock control and review all records pertaining to station operations – manually maintained records + electronic (FCC)
- He ensures the stations comply with statutory requirements
- He ensures hygiene control at the shops is implemented as per TotalEnergies HACCP rules

### **Context & Environment**

- Complexity of the business relationship vis-à-vis managing tenants (CODO) holding independent trade status.
- Highly competitive environment (increasing activity of independents, parallel market).
- Demanding when it comes to financial aspects (major stakes).
- Increased attention to environmental problems / sustainable development.
- Works 80% in the field / frequent night time visits.

**APPLY HERE**