



HANDY
LIVING®

Manager of Logistics Job Description

Handy Living is a leading e-commerce home furnishings supplier, partnering with many of the largest E-tailers in the country. We design quality, stylish, and innovative home furnishings at an exceptional value.

We believe in our employees and are dedicated to creating a work environment that leads to both productivity and enjoyment. We strive for excellence in all we do and provide an exceptional customer experience. Our foundation is made up of our Core Values:

- Integrity
- Together as a Team
- Great Expectations
- Thoughtful Failure
- Exceptional Service
- Excellence

Position Summary: Working in concert with the Supply Planning team, the Manager of Logistics oversees the import, warehousing, and freight management programs. Utilizing excellent analytical skills, the Manager of Logistics will optimize the logistics network to get our product to the right place at the right time at the right cost. This role will be critical in driving profitable growth in years to come.

Essential Responsibilities and Duties:

Overall

- Lead the effort to create the most cost-effective and efficient logistics network in the industry
- Understand and monitor the cost and performance of the supply chain end to end
- Develop the infrastructure to make quick, cost-effective decisions on how to best utilize our logistics network
- Through project management and data-driven continuous improvement, drive lower costs through the logistics network
- Make recommendations to other functions (Supply Planning, Product Development, etc) on opportunities to reduce costs

Import / Export

- Develop, implement, and manage the strategy to minimize costs of our imported product while maintaining high customer service levels
- Perform cost structure analysis to ensure best rate every time
- Develop and track KPIs as part of a continuous improvement program to improve effectiveness and efficiency

- Stay current on U.S. import / export regulatory changes and proposed legislation Prepare and file all required reports as specified by government export and import compliance agencies
- Oversee Import Specialist to ensure the management and tracking of products being imported and exported

3PL Warehouse Management

- Lead 3PL relationship with annual goals to continuously optimize warehouse service to customers, reduce business costs, and maximize business revenue
- Provide leadership and direction in the synchronization of warehouse projects to optimize warehousing efficiencies
- Collaborate with customers to identify strategies that utilize their warehouse networks to lower overall costs.

Freight and Transportation Management

- Lead Freight Carrier relationships
- Use data analytics to determine most profitable method of transportation
- Monitor freight carriers for quality and cost to drive data-driven continuous improvement efforts

Required Skills/Abilities:

- Strong analytical and problem-solving abilities as well as attention to detail
- Curious problem solver
- Technically oriented
- Manages repetitive tasks and working individually as well as with a team
- Excellent organizational, problem solving, and multi-tasking skills
- Adapts to changing ordering and inventory directives in a rapid-growth setting
- Strives to achieve a consistent, reliable level of accuracy and follows through to ensure success
- Understands and manages competing priorities from multiple stakeholders
- Comfortable with change
- Possesses strong communication (written & verbal) and interpersonal skills
- Demonstrates a solid work ethic combined with high personal performance standards in addition to the determination to succeed in a growing and changing environment

Education and Experience:

- Bachelor's degree in Operations Management/Supply Chain Management or related field
- History of quantitative analysis and advanced excel skills (such as pivot table, VLOOKUP, SUMIFS, COUNTIFS, IF, and statistical functions) required
- 7+ years of experience in logistics management (warehousing, transportation, and freight)
- Additional experience in other areas of business operations is a plus
- Proven track record of ability to analyze and manipulate data to drive informed business decisions

Physical Requirements:

- None

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

EEO Statement: Handy Living provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.