## Background pattern Description automatically generated with low confidenceRole Profile

|  |  |
| --- | --- |
| Job title | National Fleet Manager |
| Reports to: | Head of Fleet, Planning and Sustainability |
| Grade: |  |
| Location: | Tamworth |  |

## Role Overview

In this role, you will lead the central fleet function who are responsible for strategically developing and managing our fleet of light and heavy goods vehicles to ensure optimal efficiency, cost-effectiveness, and overall performance. Your primary focus will be on expanding and enhancing our fleet capabilities, maximizing utilization, and implementing sustainable practices to be taken on by the depot’s operational teams.

## Accountabilities

* Build the strategy with stakeholders for the development of HGV and LCV fleets, maintenance provision and the application of latest fleet technology solutions.
* Manage the relationship with fleet providers including agreeing and management of service level agreements and negotiating terms in conjunction with the procurement team.
* Manage the fleet renewal process including the relationship with vehicle manufacturers, lease providers, vehicles converters and specialist fleet providers.
* Manage O licenses including named operators and vehicle numbers and relationship with the traffic commissioner.
* Management of review and approval processes for invoices relating to central fleet charges.
* Management of central fleet team including objective setting, development planning and performance management.

## Experience and Qualifications

* Excellent problem-solving skills
* Clear communication skills.
* Experience of managing busy transport operations.
* Able to use Microsoft packages including Excel, Word and Outlook.
* Well organized with an acute attention to detail.
* Able to develop relationships with others (both internal and external).
* Previous good distribution practice ‘GDP’ experience is desirable.
* Effective team player

## Behaviors

The candidate will have a passion for delivering great outcomes for customers and have a strong continuous improvement mind-set.

All employees model the ICARE behaviours as part of our shared values system and how we work together. Our values must be adopted by each of us to be successful.

**Key stakeholders****:**

Key stakeholders will be site regional managers, general managers, transport managers, customer account managers and supply chain project leads.

## Diversity and Inclusion

At AAH, we don’t just accept difference — we celebrate it, we support it, and we encourage it for the benefit of our colleagues, our services, and our communities. Our aim is to embrace different viewpoints, opinions, thoughts, and ideas and encourage a culture of inclusion for customers, patients and staff.

As a member of our team, it will be part of your role to:

* Encourage diversity and inclusion through your working practice
* To challenge and highlight discriminatory practices and processes
* To strive for a diverse and equal workplace

Background pattern

Description automatically generated with low confidenceThis role profile is a written statement of the essential characteristics of the job, with its principal accountabilities, skills, knowledge and experience required. This is not intended to be a complete detailed account of all aspects of the duties involved.

|  |  |  |
| --- | --- | --- |
| **Version Number** | **Date of change** | **Summary of change** |
| V2022/8 | 1. August 2022 |  |

\sg1\\d1\

Name of Employee in Role

Signature of Employee in Role

Date Signed