



# Job Description

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<b>Job Title</b> Transport Foreman	<b>Job Location</b> Zanzibar City	<b>Category</b> -
<b>Job Type</b> Full Time	<b>Job level</b> Intermediate	<b>Industry</b> Construction

**Open to Expatriates**  
Only Open to Tanzanian Nationals

## Minimum Requirements

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<b>Min Budget</b> -	<b>Max Budget</b> -	<b>Primary Industry</b> Construction: 3 Years
<b>Secondary Industry</b> -	<b>Primary Category</b> -	<b>Secondary Category</b> -
<b>Certificate</b> -	<b>Qualification</b> -	

## Summary

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The Transport Foreman is responsible for supervising and coordinating all transportation activities within the organization to ensure efficient, safe, and timely movement of personnel, equipment, and materials. This role involves managing drivers and vehicle schedules, maintaining fleet condition, enforcing safety regulations, and supporting logistics operations in alignment with projector company goals. The Transport Foreman works closely with the transport manager and other departments to ensure operational effectiveness and cost-efficiency.

## Responsibilities

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- Supervise daily transport operations
- Manage and coordinate drivers and transport staff
- Monitor vehicle scheduling and dispatching
- Ensure vehicle maintenance and servicing
- Enforce safety and legal compliance
- Track fuel usage and vehicle performance
- Maintain transport records and logs
- Prepare transport activity reports
- Coordinate with other departments

## Education & Qualifications

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- Diploma or Certificate in Transport Management, Logistics, Mechanical Engineering, or a related field
- Valid driver's license (sometimes with specific class, e.g., heavy vehicles)
- Knowledge of fleet management systems or vehicle maintenance
- Basic computer skills (MS Office, tracking software, etc.)

## Requirements

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- Minimum 3 to 5 years of experience in transport operations, logistics, or fleet supervision
- At least 2 years in a supervisory or foreman position
- Experience managing drivers, vehicle scheduling, and maintenance routine
- Familiarity with safety regulations, traffic laws, and reporting procedures

## Driving Licence

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Required

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