



The edge

Trinity Executive Search is a leader in the placement of Supply Chain, Logistics and Transportation Professionals. We work closely with our clients, candidates and industry contacts to maintain our professional referral network.

Do you have a friend or acquaintance who may be looking to make their next career move? Trinity can help. We work hard to ensure that each position is the right career move for our candidates. Help us to help others, Please contact a member of the Trinity Team or feel free to pass on our information. We look forward to providing superior service to both you and your professional colleagues.

Confidentiality

Trinity Executive Search is committed to the principles of public accountability and the protection of personal privacy. In its day-to-day activities, Trinity collects information about current and prospective clients and candidates. Trinity Executive Search appreciates our clients and candidates privacy. Any information provided to Trinity Executive Search **will not** be disclosed to third parties, without prior discussion and/or authorization.



The Career Vista

1115 – Warehouse Supervisor (Unionized), GTA

The primary responsibility of this person will be to lead and supervise activities relating to one of the following functional units; pick/pack, bulk, bunking re-plan or large packages. They must ensure supervision of the assigned unit is consistent with needs and requirements of other units and overall DC productivity. The warehouse Supervisor will initiate continuous improvement in safety, quality and productivity of the unit, identify and resolve operational problems; take corrective actions to ensure that immediate problems are resolved and root cause addressed. They must build team performance culture with associates and peers, establish and measure operational goals and achievements for the unit based on assessment of current needs.

1112 3PL Sales Executive, GTA

The primary focus of this role is to increase sales and profitability that will support this 3PL aggressive growth strategy. To be achieved through researching, qualifying and securing new trucking and warehousing business, as well as develop and execute account development strategies. Focus is on selling 3PL transportation and warehousing within the GTA.

1109 Business Development Manager (Intermodal/TL), GTA

The primary focus of this role is to maintain and build highway full load and intermodal services within North America with a focus on transborder shipments. The Successful candidate will develop and execute key sales strategies to key customers in specific markets. They will be capable of supporting continuous growth and must possess leadership qualities required to possibly one day manage a team. Our Client is looking for a Hunter (Ability to close new business) with a minimum 5 years full load and/or intermodal sales experience and thorough cross border, and North American transportation knowledge.

1110 – Shop Maintenance Manager, GTA

This position is responsible for overseeing the maintenance and operation of a six bay shop for a fleet of 150 trucks and 800 trailers. This manager will be accountable for developing, implementing, and managing programs that promote the safe and efficient operation within the facility. Strong leadership skills, coupled with the ability to foster a team based environment and bring about change are equaled by the desire to create prevention based attitude in this transportation organization. A continuous improvement attitude is necessary with 5-10 years shop/maintenance experience in the transportation industry.

How long will it take to find a position?

The team at Trinity Executive Search understands that making a career move can be a difficult and stressful time. We meet with qualified candidates on a daily basis and unfortunately we can not find them all immediate opportunities. We evaluate candidate's skills and qualifications and match them to our current client's needs. If there is not an ideal opportunity at this time we continue to stay in touch with our candidates regarding upcoming positions.

Trinity Executive Search continues to build and strengthen their organization through the development of long term relationships with professional candidates and clients in the Supply Chain, Logistics and Transportation industry.

If you have questions please forward them to info@trinitysearch.ca and we will respond directly to you and/or feature your answer in the next issue of "The Edge".

Congratulations

Please join the Trinity Team in congratulating our Manager, Office and Administration Kathryn Brown. Kathryn and her Fiancé Mike will be getting married on Saturday May 5th. Upon returning from their honeymoon in Panama, Kathryn Brown will be known as Kathryn Kosakowski.

We wish them the best of luck as they begin their new life together.



Ways to Improve Your Resume

Your resume is critical to your job search success. Therefore it must be highly effective to capture the employer's attention in today's market. Here are some key ways to improve your resume.

Emphasize results!

State the action you performed and the achieved results. Include details about what you increased or decreased. Use numbers to reflect, how much, how many, and percentage of gain or reduction. Stress money earned or time savings. Example: Managed the project for implementing a new tracking system that resulted in a 17% decrease in cost overruns.

Be targeted.

Offer only the specific qualifications you have to best perform the job. State the desired job title, i.e. trainer, and make all content relevant to performing that job. Best practice tip: use a customized resume for different job titles even if you are qualified for several (i.e., one resume for Trainer, another for Administrator) stressing only the information pertinent to doing that specific job.

Add a 'Summary of Qualifications' section.

Employers find this highly desirable. Encapsulate your most marketable skills and experience into four to six sentences so this section is a mini-verbal business card that details what you are bringing to the new employer.

Don't lie!

Over 50% of potential candidates try to exaggerate their skills, which is almost always uncovered during interviews and reference checks. State your skills, qualifications, and experience as positively as possible without misstating the truth.

Use a clear job title.

If your job responsibilities are not adequately described by your job company title, indicate your responsibilities as the title with appropriate terms (i.e. IT Systems Analyst, instead of Tech III).

Use action verbs.

Start each sentence with a descriptive action verb such as directed, organized, established, created, planned, etc. They add power to your sentences. And, never use I on the resume, only short impact sentences. Example: Designed the company's new marketing flyer.

Be complete.

No abbreviations or acronyms. Spell out names of schools, cities, business terms, abbreviations, and titles completely, as employers may not recognize the exactly what the letters stand for.

Make points fast.

Complete sentences are not necessary in resume writing; it is better to use simple descriptive statements to make a point.

Justify Experience.

In all your sentences, use past tense words since they imply that you have done it all before. This reassures employers you can do it for them.

Aim for perfection.

The resume must be flawless. No spelling errors, mistakes or typos, especially in emails. Many HR managers insisted they would not hire offenders. Proofread carefully. Don't trust computer spell checkers since a correctly spelled word like sea, would go unnoticed by your computer but would be incorrectly used if you meant to say 'see.'

Update often.

Keep a current resume updated semi-annually so you can apply for promotions or new positions at a moment's notice. This will ensure that you do not miss any potential opportunity since your resume is up-to-date.

Your resume must clearly and quickly communicate to employers that you can do the job, and make your key strengths easily apparent. At Trinity Executive Search, we offer a quality resume service including a personal interview to ensure that your resume best represents your skills and qualifications.

Our resumes are proficiently written using industry specific terms, keywords and power verbs to perfectly describe your expertise. Contact a member of the Trinity team at 519-740-7890 info@trinitysearch.ca to obtain more information on the advantage of a professionally formatted resume.