

LOGISTICS TEAM MANAGER

I. Functional Description

The Logistics Team Manager is responsible for the logistics function of the Urban Search and Rescue Task Force and supervising the Task Force Logistics Specialist, Communications Specialist, Support Specialist, and other personnel as assigned. The Logistics Team Manager reports directly to the Task Force Leader.

II. Description of Duties

The Logistics Team Manager is responsible for the following:

- All duties and responsibilities of the Logistics Specialist
- Completion of all task force transportation documents (cargo manifests, shipping declarations, bills of lading, etc.)
- Coordinating, managing, and supervising all logistical activities
- Maintaining accurate and timely records and reports
- Preparing performance evaluations for assigned personnel
- Ensuring accountability, maintenance, and repairs for all task force equipment
- Provide for operation and maintenance for all facilities and associated equipment
- Coordinate with IST Logistics Section on task force issues
- Management of task force transportation fleet
- Performing additional tasks or duties as assigned

III. Position Requirements and Criteria

Individuals who meet the following requirements and criteria will be eligible to become Logistics Team Managers in the National US&R Response System. The intent of these requirements is to select functional managers capable of effectively managing and supervising the logistical component in the urban disaster environment.

IV. Required Training

The Logistics Team Manager shall adhere to the following:

- Meet all administrative and general training requirements
- Meet all required training for Logistics Specialist

- Complete and maintain certification as a Certifying Official for Transportation Requirements and Regulations – Air and Ground
 - IATA
 - Title 49 CFR
 - AFMAN 24-204

V. Recommended Training

The Logistics Team Manager should complete the following:

- Ordering Manager Course (J-252)
- Receiving and Distribution Manager course (J-253)
- Base Camp Manager Course (J-254)
- Equipment Manager Course (J-255)
- Security Manager Course (J-259)
- Facility Unit Leader (S-354)
- Ground Support Unit Leader (S-355)
- Supply Unit Leader (S-356)
- Food Unit Leader (S-357)
- Federal Property Custodial Officer
- ICS-300 in accordance with the National Standard Curriculum Training
- Development Guidance