



Logistics Officer

Who we are:

HOPE was founded in 2012 with one Mission: to provide Filipinos with an easy way to vote with their peso about what was important to them. As an Impact Company, and the country's 1st B Corp, we put Education at the forefront of our movement, building much-needed public school classrooms through the sale of Hope in Bottle water. In 2016, we branched out into Agriculture interventions that would help secure the livelihood of thousands of smallholder farmers through the Hope in a Coconut campaign in partnership with the world's leading coconut water brands.

Most recently in 2019, we created the Plastic Credit Exchange (www.plasticcreditexchange.com/), which works with game-changing companies to sustainably neutralize their plastic footprints to promote Environmentally responsible consumption and to make sure that we are working towards a safer, cleaner planet. All of these efforts come together to deliver on what we at HOPE promise – a movement leveraging the power of people to achieve great things Together.

Business for Good.

Who are we looking for?

As our **Logistics Officer**, you will lead and manage the end-to-end logistics operations for Friends of HOPE. You will report directly to the Program Manager and work with the Managing Director. You will be responsible for ensuring that the logistics operations of our Impact Projects run smoothly. Your responsibilities will include but are not limited to the following:

- Monitor the processors' capacity to meet the company's offset requirements and closely coordinate with the Program Manager and the Managing Director;
- Conduct site and field visits as necessary to ensure smooth and efficient operations;
- Communicate and negotiate with suppliers and vendors;
- Lead contract and pricing negotiations with suppliers, partner aggregators, logistics, and processing partners;
- Coordinate the activities of the aggregators, logistics, and processing partners with our Field Coordinators;
- Work with the various team members in vetting and approving prospect aggregators and processors;
- Provide verified inputs on impact data and communications on plastic waste diversion to the Managing Director;
- Provide strategic inputs and improve efficiencies in post-consumer plastic recovery and processing; and
- Participate in the review and refinement of the Plastic Pollution Reduction Standard and other policies as needed.



Who are we looking for?

We are looking for highly organized, passionate, and self-starter individuals that will provide support and assistance to our impact programs

- Must have completed a Bachelor's Degree in Business, or any related courses
- Preferably with at least three (3) years of solid experience as a Project Coordinator or Administrator for an environmental nonprofit or private organization
- Environmentally savvy and has a good grasp of existing and developing solutions to the plastic problem.
- Excellent project management experience. Ability to balance competing priorities and deadlines and handle multiple tasks.
- Demonstrated ability to work collaboratively with colleagues

Work Type: Full-Time

Work location: Hybrid