Transportation and Safety Manager
Job Posting

Department: Operations
Location: Jackson, MS
Employment Type: Full-Time, Exempt
Salary Range: $72,911-$82,995 (Based on Experience)
Application Deadline: Open Until Filled

About Mississippi Food Network

The Mississippi Food Network (MFN) changes lives by fighting hunger today and feeding hope for a healthier tomorrow.

As the only Feeding America-affiliated food bank serving Mississippi, Mississippi Food Network is dedicated to ending hunger by providing food, building strategic partnerships, and delivering innovative programs that increase access to nutritious food across 56 counties in central Mississippi. Working alongside more than 430 partner agencies, volunteers, donors, and community leaders, MFN is committed to building a stronger, healthier Mississippi where no one goes hungry.

At MFN, our culture is built on collaboration, compassion, innovation, and service. Every team member plays an important role in creating lasting community impact while advancing our mission of eliminating hunger throughout our state.

Why Join Our Team?

At Mississippi Food Network, your work has purpose. As part of our team, you'll help strengthen one of the largest hunger-relief networks in the state while building meaningful relationships with community partners who serve thousands of families every day.

We invest in our employees through professional development opportunities, a collaborative and mission-driven workplace, competitive benefits, and the opportunity to Fight Hunger, Feed Hope throughout Mississippi each day.

Position Summary

The Facilities & Safety Manager oversees the maintenance, safety, security, and operational readiness of Mississippi Food Network's facilities and infrastructure. This position ensures that offices, warehouses,

volunteer spaces, and support systems remain safe, functional, compliant, and prepared to support daily operations.

Reporting to the Director of Operations, this role leads preventive maintenance programs, facility improvement projects, safety initiatives, regulatory compliance, and emergency preparedness while supervising the Facility Maintenance Technician. The Facilities & Safety Manager works across departments to reduce operational risk, promote a culture of safety, and maintain an environment that supports employees, volunteers, partners, and the communities we serve.

What You'll Do

- Lead facility maintenance, repairs, and preventive maintenance programs that ensure operational readiness.
- Foster a safe workplace by overseeing safety programs, inspections, training, and regulatory compliance.
- Manage facility projects, contractor relationships, and vendor services to support organizational operations.
- Maintain building systems, utilities, security, and infrastructure that support warehouse, office, and volunteer activities.
- Coordinate emergency preparedness, business continuity planning, and facility response efforts.
- Supervise the Facility Maintenance Technician while establishing priorities, schedules, and performance expectations.
- Monitor facility conditions and identify opportunities to improve efficiency, safety, and long-term sustainability.
- Collaborate across departments to support food safety standards, operational excellence, and continuous improvement.

Qualifications

Required

- High school diploma or GED equivalent
- Minimum of five (5) years of experience in facilities management, maintenance management, building operations, safety management, or a related field
- Minimum of two (2) years of supervisory experience
- Knowledge of building systems, preventive maintenance, workplace safety, and regulatory compliance
- Strong leadership, organizational, communication, and problem-solving skills
- Ability to manage multiple priorities, projects, and deadlines
- Experience managing contractors, vendors, and service providers
- Proficiency with Microsoft Office applications

Preferred

- Associate's or Bachelor's degree in Facilities Management, Construction Management, Occupational Safety, Business Administration, or a related field
- OSHA certification or other professional safety credentials
- Experience in warehouse, distribution, food bank, manufacturing, or nonprofit environments
- Experience managing facility audits, inspections, corrective actions, and compliance programs
- Knowledge of Feeding America, USDA, AIB, GMP, OSHA, and food safety standards

Benefits

Mississippi Food Network offers a competitive benefits package that includes:

- Medical Insurance
- Dental Insurance
- Vision Insurance
- Retirement Plan
- Paid Time Off
- Paid Holidays
- Professional Development Opportunities

Equal Opportunity Employer

Mississippi Food Network is an Equal Opportunity Employer and is committed to creating an inclusive workplace where all employees and applicants are treated with dignity and respect. Employment decisions are made without regard to race, color, religion, sex, national origin, age, disability, veteran status, genetic information, or any other status protected by applicable federal, state, or local law.

How to Apply

Interested candidates should submit:

- Resume
- Cover Letter

Email Applications to cmontgomery@msfoodnet.org with the subject line of the position for which you are applying.

Questions? Contact Quincy Robinson, Director of Operations, at qrobinson@msfoodnet.org.