



Warehouse Manager 1

Job summary

The [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) is responsible for managing the flow of all finished products including production and inbound shipment receipts, customer shipments, interplant shipments, inter-warehouse shipments, and maintaining control of all inventory on-site including ingredients, packaging, and work in progress. Supervises employees in support of storage and shipping functions and outlying functions of quality inspections, equipment/facility maintenance, and warehouse sanitation.

Responsibilities

Manage employees in safe and efficient finished product warehousing, outside storage, special packaging, and all inbound and outbound shipments

Ensure all inventories on hand are handled properly in SAP throughout the reconciliation process and month-end closing

Manages flow of finished products away from production operations

Maintain dock and storage facilities in an organized manner

Ensure adherence to all company policies and procedures, good manufacturing practices, and safety standards

Requirements

Minimum of 5 years of production/warehouse management experience in a fast-paced manufacturing environment

Strong SAP/ERP/WM/Master Data abilities strongly preferred. Experience with warehousing programs required

2-5 years of proven experience managing inventory and order reconciliation

Bachelor's Degree in Supply Chain, Business, Operations, or related strongly preferred

Superb people skills in mentoring, coaching/counseling, motivation, performance management, and employee relations.

Exceptional analytical, root-cause-analysis, and decision making abilities

Effective written and verbal communication abilities including presentation skills with recommendations and data

Ability to drive continuous improvement, provide accurate reporting, and utilize data

Experience in project management, lean, and continuous improvement environments strongly preferred

CSCP (Certified Supply Chain Professional) or related credential strongly preferred

Warehouse Manager 2

Job summary

The [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) is responsible for providing strategic and operational leadership for a high volume, order fulfillment, multi-shift distribution center. In this position, you will administer all functions to ensure timely accurate product receipt, order fulfillment, and the optimization



of resources and processes while operating within budget. You will develop and implement processes to ensure compliance with company policies/procedures, continual process improvement, and drive employee initiatives to create and promote an environment where employees are involved, and committed to the success of the Company.

Responsibilities

Leads the organization's Performance Improvement plan and Operational Efficiency initiatives; ensuring a data-driven and results-oriented approach that supports the successful execution of company strategic objectives.

Educate department Supervisors and team members in identifying key performance improvement indicators, targeting opportunities for improvement, adopting best practice processes, and successfully executing improvement initiatives.

Actively participate in the recruitment and hiring process, to ensure staffing levels are maintained with quality talent.

Provide leadership for large employee populations in non-exempt positions and direct reports in exempt positions that both maximize and optimize resources in support of the company's goals and objectives in serving customers.

Design and implement staffing strategies to ensure workforce is flexible and can respond to variations in workflow.

Effectively lead and develop the Process Managers and employees utilizing performance management tools to enhance performance and achieve individual as well as company goals.

Ensure that the performance goals are set and achieved, through the proper execution of performance metrics related to Productivity, Safety, Quality, and Customer Service.

Ensure productivity, safety, and quality goals are achieved through a process of continuous process improvement.

Work closely with employees to communicate and educate them on work instructions, policies, procedures, and process improvement initiatives.

Ensure standardization and sharing of best-demonstrated practices with Operations, Distribution Center, and as appropriate across the Distribution Centers.

Ensure the company's physical assets (building, equipment, inventory, etc.) are properly controlled, maintained, protected, and utilized.

Utilize process improvements to improve operational efficiencies continually.

Ensure superior customer service to customers and internal partners by delivering on shipping commitments to customers.

Drive the highest level of customer quality.

Requirements

Proven leadership skills

Ability to develop and maintain positive employee, customer, and cross-functional team relations

Ability to effectively promote and lead change Strong interpersonal skills and excellent communication skills are required

Insure compliance with

Company, OSHA, DOT, and EPA regulations and power industrial equipment requirements.



Demonstrated analytical, problem-solving, and decision-making skills with the ability to drive results.

Must be available to work a flexible schedule, including evenings, weekends, and holidays.

High School Degree or GED in relevant field or equivalent.

Warehouse Manager 3

Job summary

We are looking for a [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) to join our team. The ideal candidate has experience in the operations of a large distribution center with an understanding of import/export quality & product safety expectations, proven logistics knowledge, and the ability to work directly with customers.

Responsibilities

Responsible for the supervision, development, and performance of the warehouse staff.

Keep track of overhead costs and develop metrics to measure the accountability of employees.

Oversee warehouse activities to ensure the efficient utilization of facilities for storing and distributing raw material and finished goods inventories.

Establish all operational policies for verification of incoming and outgoing shipments, handling and disposition of merchandise and customer orders as well as the reclamation of damaged merchandise.

Participate in the development of specifications for equipment, products, or substitute materials necessary for warehousing needs.

Move and price excess and obsolete inventory for maximum ROI.

Work in conjunction with other departments to manage product ordering, inventory control, and distribution activities throughout the warehouse.

Resolve performance issues among warehouse staff, maintain a safe work environment and ensure that employees are following all rules and regulations.

Requirements

Bachelor's degree in Distribution, Logistics, Supply-Chain, or related field preferred

Minimum of 5 years of knowledge in all areas of distribution operations

Minimum of 5 years of supervisory/management experience

Prior experience in a Warehousing environment required

Strong technical skills, including experience with AS 400 and Microsoft Office

Proven experience with tracking and managing departmental budgets

Analytical ability to gather and summarize data, solve problems and prioritize



Excellent written and oral communication skills

Ability to interact with diverse customers and represent the company in a professional manner

Must be physically capable of lifting to 50 lbs

Ability to work overtime as needed

Warehouse Manager 4

Job summary

A [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) oversees and manages the production output, implements the manufacturing strategy for productivity improvement, reduces scrap rate, minimizes equipment downtime, and ensures safety. Collaborates with leadership to develop supply chain strategy and lean initiatives to reduce the cost of goods sold.

Responsibilities

Manage day-to-day production operations across multiple shifts.

Direct and coordinate all activities within the plant. Monitor implementation of plans and strategies.

Resolve external business-related complaints by maintaining liaison with local and Divisional Quality staff, and facility staff to investigate and resolve customer issues.

Ensure a safe, clean, and secure working environment by establishing and enforcing procedures, rules and regulations.

Initiate fixed capital requests, and monitor all production-related safety and security systems and procedures regularly.

Work with staff to ensure information reported information is accurate and consistent with procedures and policies as developed by production and engineering.

Respond to audit activities and use findings to improve operations.

Monitor predetermined preventative maintenance measures designed to minimize equipment-related downtime.

Establish continuous improvement through lean and simple kaizen initiatives in production.

Report production improvements and failures and recommend solutions.

Establish Key Performance Indicators related to a strategy that track progress.

Minimize and resolve external business-related complaints by maintaining liaison with local and Divisional Quality staff, and facility staff to investigate and resolve customer issues.

Develop and mentor staff through on-boarding, open communication, training and development opportunities, and performance management processes; build and maintain employee morale and motivation; ensure the team is appropriately staffed with required competencies. Conduct semi-annually performance management for reports.

Requirements

High school diploma or GED



5 years experience in manufacturing and Supply Chain (inventory management, warehouse, etc.) environment.
2 years experience managing people including hiring, developing, motivating, and directing people as they work.
Intermediate skill level in Microsoft Word, Excel, AS400, and SAP.

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Job summary

As a member of the team, the [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) will be responsible for managing and leading multiple areas of the inbound and/or outbound warehouse operations to achieve company goals, including exceptional retailer service and outstanding operational efficiencies. Areas of responsibility could include but are not limited to Safety, Outbound, Inbound, Inventory, Data, Customer Service, and Profiling.

The [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) will be responsible for providing all levels of staff with leadership, vision, insight, and motivation within their areas of responsibility. In addition to managing a team, the [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) will also develop and implement short and long-term plans for all departments by objectives and strategic plans and is responsible for the warehouse's success.

Responsibilities

Demonstrate and enforce an environment of safety, good working relationships, quality, and productivity.
Provide input for annual budgets based on history and future company initiatives.
Demonstrates knowledge of warehouse operations including inbound and outbound activities, inventory, data, customer service, and profiling.
Create opportunities for development for the Managers and Supervisors and set an example by developing self.
Support all safety programs
Ensure all best practice procedures are followed in all areas of responsibility.
Insure all headcount and labor hour goals of the warehouse are met.
Demonstrates the ability to create a positive employee relations environment which results in high-performing teams.
Develop and maintain good working relationships between warehouse departments, traffic, and human resources.
Other duties as assigned.

Requirements

Bachelor's Degree or equivalent experience.
Minimum 5 years of related experience preferably in the field of distribution
Demonstrated knowledge of productivity measurement tools



Previous experience managing exempt-level Supervisors/Managers

Successful management experience

Warehouse Manager 6

Job summary

We are looking for a [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) that will have oversight over warehousing, receiving, transportation, inventory, and materials management. This person will also manage and lead shift supervisors and their support teams as well as ensure safety, quality and productivity.

Responsibilities

Manage shipments

Train and develop staff and other team members

Ensure adherence to safety standards throughout all inbound freight, outbound freight, and distribution operations

Drive change using LEAN and/or 6 Sigma strategies

Requirements

8+ years in warehouse environment

5+ years of management experience

Bachelor's Degree

Exceptional communication skills and ability to lead change across all levels

Warehouse Manager 7

Job summary

We are looking for an effective [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) to direct receiving, warehousing, and distribution operations. Ultimately, you should be able to ensure productivity targets are achieved and that all warehouse processes are running smoothly and promptly.

Responsibilities

Strategically manage warehouse in compliance with company's policies and vision

Oversee receiving, warehousing, distribution, and maintenance operations

Initiate, coordinate, and enforce optimal operational policies and procedures

Manage stock control and reconcile with data storage system

Liaise with clients, suppliers and transport companies



Plan work schedules, assign tasks appropriately and appraise results

Coach and motivate employees

Requirements

10+ years warehouse management experience.

Proficient knowledge of inventory and inventory controls.

Proficient computer skills.

Ability to operate forklift effectively.

Excellent understanding of warehouse management procedures.

Outstanding leadership, decision-making, organizational, multitasking, and problem-solving skills.

Outstanding communication skills, both written and verbal.

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Job summary

The [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) manages warehouse activities required for the timely and accurate receipt, storage, disbursement, and information system maintenance of production and consignment material. Continually evaluates the material movement process for improved safety measures, increased efficiencies, and optimal cost controls.

Responsibilities

Maintain receiving, warehousing, and distribution operations by initiating, coordinating, and enforcing program, operational, and personnel policies and procedures

Comply with federal, state, and local warehousing, material handling, and shipping requirements by studying existing and new legislation, enforcing adherence to requirements, and advising management on needed actions

Safeguard warehouse operations and contents by establishing and monitoring security procedures and protocols

Maintain physical condition of the warehouse by planning and implementing design layouts, inspecting equipment, and issuing work orders for repair and requisitions for replacement

Achieve financial objectives by preparing an annual budget, scheduling expenditures, analyzing variances, and initiating corrective actions

Complete warehouse operational requirements by scheduling and assigning employees; Follow up on work results

Maintain warehouse staff job results by mentoring and training employees; Plan and monitor job results Drive solutions to complex planning issues with limited supervision

Lead or participate in a continuous improvement activity with complete documentation, including a follow-up review with the team in a presentation format



Requirements

Excellent written and verbal communication skills

Effective interpersonal skills

Effective multitasking skills and the ability to take on additional responsibilities as required

Effective organization and prioritization skills

Demonstrate high attention to detail

Ability to work with diverse groups

Demonstrates discretion, confidentiality, independent judgment, and professionalism

Ability to work with minimal supervision and guidance, exercising discretion and independent judgment

Understanding of and ability to use continuous improvement tools

Strong customer service and client focus

Demonstrated leadership and people management skills including the ability to effectively coach and mentor employees at all levels

Enthusiastic and motivational communicator with multi-cultural experience

Demonstrates effective customer interface skills

Excellent interpersonal skills with the ability to interact and influence individuals, internally and externally, across all levels, functions, and geographies

Collaborate and influence cross-functional peer leaders to obtain support for process improvements

Solid financial understanding, risk analysis ability, relationship building, and project management

Use of discretion with the ability to gain the trust of business leaders and others to discuss and respond to sensitive and business-critical issues

Effective negotiation and problem-solving skills

Effective analytical, planning and organizational skills

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Job summary

The [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) will lead distribution center operations. The individual will be responsible for establishing a customer-centric focus and implementing efficiency improvements. The ideal candidate has several years of managing a warehouse that receives and ships at least a thousand items per day (combination of the parcel, LTL, and full truck load). The ideal candidate has personally implemented efficiency improvements in prior roles and will be able to speak about the specific actions they took. The individual must have run their warehouse operations on the SAP system and have a college degree.

Responsibilities



Enforce safety culture, leadership, and rules

Work with the shipping supervisor (and team) to efficiently and accurately ship orders

Work with the receiving supervisor (and team) to efficiently and accurately receive incoming shipments

Work with the warehouse office operations manager (and team) to effectively book shipments, cycle count inventory, and investigate problem situations

Re-arrange the distribution center layout as necessary to optimize performance

Maintain and re-allocate inventory to optimize the layout of the distribution center

Requirements

Bachelor's degree in a related field preferred, but not required.

Three (3) plus years of experience managing a warehouse.

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Job summary

We are looking for an effective [Warehouse Manager](https://100hires.com/warehouse-manager-job-description.html) to direct receiving, warehousing, and distribution operations. You will oversee the efficient receipt, storage, servicing, and dispatch of a wide variety of items. You should be able to ensure productivity targets are achieved and all warehouse processes are running smoothly and promptly.

Responsibilities

Setup layout and ensure efficient space utilization

Initiate, coordinate, and enforce optimal operational policies and procedures

Adhere to all warehousing, handling, and shipping legislation requirements

Maintain standards of health and safety, hygiene and security

Manage stock control and reconcile with data storage system

Liaise with clients, suppliers and transport companies

Produce reports and statistics regularly, as needed for various departments.

Requirements

Proven work experience as a warehouse manager

Expertise in warehouse management procedures and best practices

Proven ability to implement process improvement initiatives

Strong knowledge of warehousing Key Performance Indicators (KPIs)

Hands-on experience with warehouse management software and databases



Leadership skills and ability manage staff

Strong decision making and problem-solving skills

E excellent communication skills, both verbal and written, and effective presentation skills

QuickBooks experience, a plus