



<https://eastman.com.ph/job/warehouse-and-logistics-supervisor/>

Warehouse and Logistics Supervisor

Description

Overall in charge for warehouse operations including KPI reporting, strategic direction, process improvement, customer service, active leadership, employee engagement and SSHE. Responsible for overseeing warehouse inbound/outbound activities, and maintaining accuracy of inventory and records management.

Qualifications

- Candidate must possess at least a Bachelor's Degree in Business Administration or Business Management Major in Management; Entrepreneurship, Operations Management, Finance, Engineering or Bachelor in Science Major in Industrial Engineering or its equivalent work experience.
- Minimum of two (2) to five (5) years of working experienced employee specialized in retail, wholesale, logistics, and warehouse operations, or similar field.
- Remarkable skills in retail, wholesale, logistics, and warehouse operations within the machinery equipment and supplies merchant industry is a plus.
- Highly adept in various Enterprise Resource Planning (ERP) and Microsoft Applications.
- Implements company policies and procedures in day to day operations.
- Effective warehouse operations for both inbound and outbound.
- Ensure safety, security, proper handling and stacking of items.
- Contribute in the preparation and implementation of strategic plans, KPI, employee engagement plans, process improvement and SSHE initiatives.
- Report irregularities such discrepancies on inventory record versus bin cards and SSHE incidents.
- Ensure timely implementation of all Warehouse daily/weekly/monthly operational goals.
- Monitor and implements compliance of good warehousing practices.
- Supervise the day-to-day activities of direct reports/subordinates and ensure feedback is forwarded to superior of the actual performance and escalation of any concerns/issues if need be.
- Productive in an environment of targets and deadlines; AND
- Handles accounting data and information with utmost confidentiality.

Hiring organization

Eastman Industrial Supply Inc.

Employment Type

Full-time

Job Location

2182c Daystar Industrial Park,
Pulong Santa Cruz, Santa Rosa,
Laguna, Philippines

Date posted

September 17, 2022