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## Warehouse Supervisor

**Posted by:** 1112707 BC Ltd

**Posting date:** 03-Dec-2024      **Closing date:** 23-Dec-2024

**Education:** High School Diploma

**Language:** English

**Job location:** Richmond

**Salary:** \$26.00 Per Hour

**Years of Experience:** 1 year

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** DISJ2590543

## Job description:

### Responsibilities

#### Tasks

Establish work schedules and procedures

Co-ordinate activities with other work units or departments

Prepare and submit reports

Resolve work problems, provide technical advice and recommend measures to improve productivity and product quality

Recruit and hire staff

Train workers in duties and policies

Co-ordinate, assign and review work

Requisition or order materials, equipment and supplies  
Plan, organize and oversee operational logistics of the organization

**Supervision**

3-4 people  
5-10 people  
Shippers and receivers

**Additional information**

**Transportation/travel information**

Public transportation is available  
Willing to travel

**Weight handling**

Up to 9 kg (20 lbs)  
Up to 13.5 kg (30 lbs)

**Personal suitability**

Excellent oral communication  
Organized  
Reliability  
Team player