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# Example of DC Operations Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of DC operations. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for DC operations

* Lead three team leaders on three different shifts
* Ensure the direct use of the slitting machines, packaging lines, including forklifts and auxiliary equipment, making the production schedule received within the standards of quality and productivity assigned
* Be responsible to maintain standards of safety, hygiene and cleaning of the work spaces
* Be the coach and support Team Leader on the day to day job
* Verify the execution of quality controls by the operators
* Implement corrective actions to ensure the realization of declared capacity to participate actively in respect of customer service
* Ensure compliance with the working procedures (SOP) in accordance with the safety standards required
* Act and take appropriate measures against any malfunction or defects in equipment or procedure notified by the operators
* Support DC Planner in some daily tasks
* Ensure proper Safety, Quality and Service levels with the local logistic provider

## Qualifications for DC operations

* Bachelor’s degree in business-related field or equivalent experience required
* Experience in an automated fulfillment environment
* Minimum 2 years of Distribution Center management experience
* Ability to gather, analyze and interpret information that can improve daily process and procedures
* Adjust to climate changes
* Consistent and frequent/reoccurring movement (folding, hanging clothing, wrapping, packing, ticketing)