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# Example of Operations Team Leader Job Description

Our innovative and growing company is searching for experienced candidates for the position of operations team leader. 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 operations team leader

* Maintain accurate inventory via established programs and procedures
* Accountability for warehouse procedures - including audits, analysis on stock variances, site import shipper requirements, and managing container schedules
* Ensuring compliance to Good warehouse Practices
* Ensure compliance to vehicle loading patterns and stacking heights
* Ensuring compliance to all operations according to SOPs
* Ensure working compliance as per company policy
* Ensure proper utilization of NCE, LEAN and FI tools in day to day operations
* Promote innovation and re-novation initiatives in DC operation
* To accept additional duties and tasks in area other than initially assigned
* The job holder is responsible for practical implementation of process description activities based on NQMS objectives and principles, review and improvement of KPIs

## Qualifications for operations team leader

* The successful candidate will be responsible for advancing their team's focus on building relationships with customers and creating value and loyalty through their phone calls
* At least 3 years’ experience in a middle management / executive, with minimum 1 year of relevant work experience in operations
* Persons in this position must have the ability to develop teams and individuals through team processes and performance management
* Persons in this position must be knowledgeable of environmental, safety and OSHA regulations
* Persons in this position must have a thorough knowledge and understanding of the current clearance procedure
* Persons in this position must have analytical skills necessary to determine current and future operating conditions and trends for optimizing plant performance