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# Example of Warehouse Operations Manager Job Description

Our company is growing rapidly and is hiring for a warehouse operations manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for warehouse operations manager

* Develop and implement strategic supplier program that enables significant reduction in the supplier base and delivers improvement in reliability and customer service
* Manage the regional Supplier Relationship management program that promotes
* Design a Supplier Recognition Program to evaluate and reward our most valuable suppliers
* Facilitate the Qtrly Supplier Business Reviews and identify performance improvement plans
* Lead the APAC W&D Council to drive operational excellence in Warehousing and Distribution, and provide a forum to share best practice across the region resulting in improvements in cost, reliability and customer service
* Develop and implement regional strategy for risk, assessment management (SCRM\_D) in alignment with global COE’s
* Provide managerial guidance and support to the factory warehousing leaders in the overall supervision of warehouse personnel
* In collaboration with plant managers, set and measure performance standards in terms of staffing levels and productivity criteria, hours of operations, materials and equipment needs
* Develop and administer productivity and cost savings recommendations across the assigned factory warehouses realized through inter-facility and external benchmarking discovery
* Partner with the DRP and Logistics teams to develop and execute optimal strategies for finished goods inventory deployment

## Qualifications for warehouse operations manager

* Guide Others – good at establishing clear directions
* Good working knowledge of MS Word and Excel, time keeping and scheduling systems (ADP preferred)
* Thorough knowledge of logistics and inventory management functions
* Bachelor's degree in Operations Management, Supply Chain Management or related field
* A minimum 5 years of warehouse management experience
* Required to have the ability to manage a team of hourly and salary employees