



Example of Distribution Manager Job Description

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Our innovative and growing company is looking for a distribution manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for distribution manager

- Construct the weekly/monthly warehouse finished product replenishment schedules in line with S&OP requirements and drive adherence to the plan via production management/distribution and customer service team leads
- Monitor performance of logistics, haulers and other 3rd party warehouse providers to ensure EHS, products stewardship, lead-time commitments, cost targets and customer service levels are met
- Understand and comprehend contractual strategies, both short and long term implications in support of long term security of the business
- Stay current on overall Affiliate Industry and vigilant to Distributor adoption positions with an emphasis on evolving new media strategies
- Secure Distributors maximum usage of cross channel promotions and all other approved marketing projects as allowable per current agreements
- Work closely with the Contract Compliance Manager to ensure Distributor contractual commitments are maintained
- Identify, prioritize and implement process improvements as part of Quality management, based on external and internal customer feedback/survey
- Supervisory Responsibilities -Directly supervises employees in customer service, material handling, light assembly and lift technician roles
- Initiate the adjustment process
- Support profit plan strategy for efficient use of equipment, facilities, supplies and maintenance

Qualifications for distribution manager

- Proven experience and results in business development, ideally in a media environment
- Strategic thinker, able to manage a diverse workload and maintain a positive attitude
- Manages the various production teams to perform core functions safely and efficiently
- Manages and executes the training and development of current TRLG employees to further their value to the organization to include cross-training in all major DC capacities
- Extensive experience with Microsoft Office programs – Excel, Word, PowerPoint, and Outlook
- Bachelor degree or above in business management and/or electrical engineering. At least 5 years experiences in sales/marketing of relevant industry, experienced in distribution management is preferred