



Example of Supervisor, Supply Chain Job Description

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

Responsibilities for supervisor, supply chain

- Interprets, applies, schedules and educates daily work, regulations, and procedures
- Adheres to the established WCS safety and personnel policies and standard operating procedures
- Interview hourly associates and provide recommendations for hire
- Identify and coordinate operations improvements necessary to deliver the site annual operating plan (AOP)
- Champion and lead an effective safety culture
- This role requires lifting up to 40 lbs
- Oversee daily functions and operations of Distribution, Receiving, Courier and Mail services to optimize customer service, operational efficiency and cost effectiveness
- Ensure adequate staffing levels in the department for the shifts responsible
- Work with the Inventory Control Coordinator in monitoring the inventory levels to ensure stock on hand is appropriate, maintained at adequate levels and stored in an efficient and safe manner
- Analyze PAR locations and usage to adjust as needed and appropriate

Qualifications for supervisor, supply chain

- Ability to manage Technician & Fleet Staff performance
- Understanding of the resources required to achieve business objectives and ability to plan, mobilize and distribute resources to fulfill business objectives

- Knowledge of external provider management processes and ability to effectively manage the business relationship with external providers
- Proven ability to develop and maintain positive working relationships with internal stakeholders with external suppliers
- 8+ years experience in materials management or purchasing
- Previous experience in materials management or purchasing preferred