



Example of Warehouse Lead Job Description

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Our innovative and growing company is hiring for a warehouse lead. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for warehouse lead

- Develops a process to pull requested material from stock
- Oversees Tool Cage operations
- Maintains a safe and clean work environment by keeping shelves, pallet area, and workstations neat
- Develops a program to perform physical inventory counts on a monthly basis and as required
- Carry out tasks as assigned by the Facilities Engineering Supervisor
- Direct all incoming and outgoing material shipments and ensures that materials in the warehouse/yard are organized and maintained in an organized and effective manner
- Provide up-to-date daily & weekly schedule
- Ensure no product temperature abuse
- Ensure accurate labels are applied with correct dates and matching manufacturing data
- Ensure accurate label counts are documented

Qualifications for warehouse lead

- Warehouse leads, \$12.00-\$13.00 an hour
- 1-3 years of previous production experience
- Ability to pass PIT test
- Knowledge/proficiency operating a PC (MS Office)
- Meeting volume and metric requirements set by company

