ArrowHead Recruitments & Consulting

https://arrowheadconsulting.ca/job/inventory-supervsior-noc-12013/

Inventory Supervsior

Description

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Supervisors of supply chain, tracking and scheduling coordination occupations supervise the activities of workers in unit group 13201 Production and transportation logistics coordinators and in sub-major group 144: Supply chain logistics, tracking and scheduling coordination occupations. They are employed throughout the public and private sectors.

Responsibilities

Job duties

Here are some of the main activities and tasks that Supervisors, supply chain, tracking and scheduling co-ordination occupations have to perform, and some of the physical demands they involve:

- Supervise, plan, assign and review the work of clerks engaged in the following duties: shipping, receiving, storing, distributing and maintaining inventories of materials, parts and products; processing purchasing transactions; coordinating production work; dispatching crews; scheduling transportation crews and routes; and other related activities
- Ensure compliance with policies, procedures for safety and security, standards and regulations in force and participate in their improvement
- Resolve various problems and related complaints and implement corrective measures and process improvements
- Train workers in job duties
- Requisition supplies and materials
- Ensure smooth operation of computer systems, equipment and machinery and arrange for maintenance and repair work
- May conduct performance reviews of supervised workers
- May perform the same duties as workers supervised.

Workplaces and employers

Here are the typical workplaces where Supervisors, supply chain, tracking and scheduling co-ordination occupations are employed and some of their main characteristics:

- Establishements throughout the private and public sector

Qualifications

Employment requirements

This is what you typically need for the job.

Hiring organization
ArrowHead Recruitments & Consulting

Employment Type
Full-time

Beginning of employment
ASAP

Duration of employment
Permanent

Industry
inventory management

Job Location
Edmonton, Alberta, Canada

Working Hours
9 AM TO 5 PM

Base Salary
$ 19/hr - $ 23/hr

Date posted
May 1, 2025

Valid through
31.05.2025

- Completion of a post-secondary education program of two to three years in business, supply chain, production or manufacturing management and related is usually required.
- Several years of experience in the occupation supervised are usually required.