

Careers in the Supply Chain

Division Warehouse Manager

National Occupational Classification Code – 0721

Alternative Titles:

- area manager
- chief, maintenance support services
- facility operations manager
- head, facilities maintenance
- maintenance manager
- mechanical services superintendent
- plant maintenance superintendent
- superintendent, maintenance and service
- warehouse manager



Industry Description

Division Warehouse Managers plan, organize, direct, control and evaluate the operations of commercial, transportation and recreational facilities. Warehouse managers are employed by a wide range of establishments, such as airports, harbours, canals, shopping centres, convention centres, warehouses and recreation facilities.

General Job Description

Division Warehouse Managers lead the division efforts for warehouse strategy, tactics and optimization in all sales centres for the division.

Job Functions

Division Warehouse Managers perform some or all of the following duties:

- Develop division warehouse action strategies in an effort to improve productivity and optimize costs.
- Lead and develop warehouse capacity models and tactics.
- Manage and provide parameters for the development of warehouse action plans in the sales centres.
- Develop inventory-management strategy.
- Implement and promote effective layout models for sales centres.
- Conduct labour-planning efforts and time-study insight.
- Ensure adherence of warehouse S.O.P's.
- Ensure adherence to GMP.
- Lead warehouse quality-control activities.
- Track, rank, publish and communicate warehouse KBIs.
- Lead facility assessment and audit process.
- Lead the implementation of innovative warehouse-management tools.

Physical Demands Analysis

- Good to excellent physical condition
- Manual dexterity
- Ability to get along well with others
- Good communication skills

Position Expectations

| Essential Skills | |
|---------------------|---|
| Reading Text | 2 |
| Document Use | 2 |
| Computation | 1 |
| Writing | 2 |
| Oral Communication | 2 |
| Thinking Skills | 2 |
| Working with Others | 2 |
| Computers | 2 |
| Continuous Learning | 2 |

Scale: 0 = n/a, 1 = minimal, 2 = moderate, 3 = high

Salary Range

Visit Working in Canada, at <http://workingincanada.gc.ca/welcome.do?lang=en>, to get current information about this position, including salary information.

Pre-employment Skills

- College degree preferred or related experience in operations
- Should possess strong analytical skills
- Highly effective communication skills
- Effective planning and organizational skills
- Should possess good computer skills
- Experience with SAP preferred

Find information about supply chain-related educational offerings across Canada in the CSCSC's education compendium, at <http://www.supplychaincanada.org/en/education-information>.

Career Levels/Years of Experience

| Career Levels | Position | Average Experience | |
|---------------|----------------|--------------------|-----------|
| | | From | To |
| 3 | Vice President | 7 years | 10 years+ |
| 2 | Director | 5 years + | 6 years |
| 1 | Manager | 4 years + | 5 years+ |

References

- NOC (National Occupational Classification Codes), Government of Canada – <http://www5.hrsdc.gc.ca/NOC/English/NOC/2006/Welcome.aspx>
- Essential Skills – http://www.hrsdc.gc.ca/eng/workplaceskills/essential_skills/general/home.shtml