

Supervisor Warehouse

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Company: Donaldson

Location: Rayong

Category: other-general

Donaldson is committed to solving the world's most complex filtration challenges. Together, we make cool things. As an established technology and innovation leader, we are continuously evolving to meet the filtration needs of our changing world. Join a culture of collaboration and innovation that matters and a chance to learn, effect change, and make meaningful contributions at work and in communities.

Job responsible :

Manage, plan and monitor all subordinates to utilize warehouse space for every area (air-conditioned, non-air conditioned, and finished goods area) efficiency and control warehouse stock accuracy 100% for both actual quantity as well as ORACLE SYSTEM.

Shipment document verification (Invoice, packing list, AWB or B/L) and recording of all transactions for both inbound and outbound to comply with customs regulations strictly and do correctly transactions on ORACLE SYSTEM.

Daily control work-flow in warehouse with 6S especially for SAFETY, coordinate with ENG / FAC / Safety to find suitable equipment for work-flow handling in warehouse to comply with SAFETY Purpose.

Coordinate with new assignments to manager level to achieve company objectives.

Maintain chemical, scrap room, yield scrap room, selling scraps room and temporary weight area in good condition and weight correctly for customs formality purpose. For new scrap with new build plans have to follow up with MFG/ENG for the formula to declare with

customs too.

Coordinate supplier development and supply chain relationship.

Secure knowledge for new update version for all ISO 9001/ ISO 14001/ ISO 45001 / TIS18001 / RBA / TLS 8001 and other new system that will be Implemented by company and be ready for external audit and train all subordinates respectively.

Ensure daily analyze, demand generation and ERP.

Coordinate with PDC, PMC and logistics for material supply, new materials as well as new business.

Coordinate part supply and delivery outlook with material planning to support production schedule and customer shipment.

Summarize daily, weekly and monthly report on material update status (Damage, Loss claim, RMA, RTV and Scrap)

Work on supplier evaluation and measurement report (Price, Quality and delivery performance).

Prepare monthly KPI's report to manager level and use that KPI to evaluate subordinate's performance appraisal.

Initiative with new project cost saving and monitor with current cost saving for WH without fail.

Job Requirements:

BA in related fields.

Experience 5-7 years for warehouse or logistics field.

Good knowledge of store and shipment.

Have knowledge of computer program such as MS.Office, Power Point, Outlook.

Control and manage subordinates as per assignment and comply with company rules and regulations strictly without fail.

Good decision making and good justifications.

Could adapt all changes, convey and communicate to subordinates correctly.

Good initiative new project to manage warehouse more efficiency and effectiveness.

Good command in spoken and written English.

Good communication & good attitude.

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