

# Warehouse Supervisor

**Posted By:** Premium Floors

**Location:** Edmonton

**Salary:** \$36 Per Hour

**JOB ID :** RJ2174646

**Posting Date :** 16-May-2025

**Expiry date :** 12-Nov-2025

**Education :** Secondary (high) school graduation certificate

**Language :** English

**Vacancies :** 1

**Years of Experience :** Fresher (less than 1 year)

**Job Type :** Full Time

## Job Description

**Job Description:**

Location: 9840 47 Avenue suite 1 Edmonton, AB T6E 5M7

Salary: \$36 hourly

Vacancies: 1

Terms of employment: Permanent employment, Full-time, 30 to 40 hours/week

Start date: As soon as possible

Employment conditions: Day, Early Morning, Evening, Morning

Languages: English

Education: Secondary (high) school graduation certificate

Experience: 7 months to less than 1 year

On site: Work must be completed at the physical location. There is no option to work remotely.

Responsibilities

#### Tasks

- Develop specific plans to prioritize
- Organize tasks to accomplish the work
- Oversee operational logistics of the organization
- Plan and organize operational logistics of the organization
- Co-ordinate activities with other work units or departments
- Prepare and submit reports
- Ensure smooth operation of computer equipment and machinery
- Train workers in duties and policies
- Arrange training for staff
- Co-ordinate, assign and review work
- Organize and maintain inventory

Supervision: 5-10 people

#### Additional information

Work conditions and physical capabilities

- Fast-paced environment
- Work under pressure
- Tight deadlines
- Handling heavy loads
- Attention to detail

#### Personal suitability

- Accurate
- Client focus
- Efficient interpersonal skills
- Excellent oral communication
- Flexibility
- Initiative
- Organized
- Reliability
- Team player
- Proactive

#### Employment groups

This employer promotes equal employment opportunities for all job applicants, including those self-identifying as a member of these groups:

- ? Support for persons with disabilities
- ? Support for newcomers and refugees
- ? Support for youths
- ? Support for mature workers
- ? Supports for visible minorities

#### How to apply

##### **Direct Apply**

By Direct Apply

##### **By email**

hr@premiumfloors.ca

**To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: [hr@premiumfloors.ca](mailto:hr@premiumfloors.ca)**

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