

# Warehouse Supervisor

**Posted By: 1112707 BC Ltd**

**Location: Richmond**

**Salary: \$26.00 Per Hour**

**JOB ID : RJ4578060**

**Posting Date : 02-Jan-2025**

**Expiry date : 22-Jan-2025**

**Education : High School Diploma**

**Language : English**

**Vacancies : 1**

**Years of Experience : 1 year**

**Job Type : Full Time**

## Job Description

### Responsibilities

#### Tasks

- Establish work schedules and procedures

- Co-ordinate activities with other work units or departments

- Prepare and submit reports

- Resolve work problems, provide technical advice and recommend measures to improve productivity and product quality

- Recruit and hire staff

Train workers in duties and policies  
Co-ordinate, assign and review work  
Requisition or order materials, equipment and supplies  
Plan, organize and oversee operational logistics of the organization

**Supervision**

3-4 people  
5-10 people  
Shippers and receivers

**Additional information****Transportation/travel information**

Public transportation is available  
Willing to travel

**Weight handling**

Up to 9 kg (20 lbs)  
Up to 13.5 kg (30 lbs)

**Personal suitability**

Excellent oral communication  
Organized  
Reliability  
Team player

**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: [acebeveragerichmond@gmail.com](mailto:acebeveragerichmond@gmail.com)**

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