

Material Handling Management: Manager, Material Handling

Supervises employees who use a variety of equipment such as forklifts, conveyers, cranes, hand carts, and power trucks to move materials, parts, assemblies, and finished products or goods within a plant, office, or warehouse. Oversees the processing, packaging, and storage of supplies, materials, and equipment. May assist in selecting appropriate containers and wrapping methods for materials to be shipped or stored. Coordinates with engineers, shippers, carton manufacturers, and carpenters for special crating and packing requirements. Supervises employees who maintain records and check invoices/bills of lading. Directs and reviews all activities required to prepare goods for shipment. Ensures the timely receipt and delivery of goods received to the correct destination in the facility. Supervises all clerical functions associated with the Shipping and Receiving Department. Directs all phases of Assembly Stockroom functions, establishing policies and procedures to implement within the guidelines authorized.

Management Role

Accomplishes results through subordinate supervisors, or exempt specialist employees.

Policy and Strategy

Interprets and administers policies, processes, and procedures that may affect sections and subordinate work areas.

Freedom to Act

Assignments are defined in terms of activities and objectives. Work is reviewed upon completion for adequacy in meeting objectives.

Impact

Decisions have an impact on work processes and outcomes. Erroneous decisions or recommendations or failure to complete assignments normally result in serious delays and considerable expenditure of additional time, human resources, and funds.

Liaison

Interacts frequently with internal personnel and outside representatives at various levels. Participates and presents at meetings with internal and external representatives. Interaction typically concerns resolution of operational and scheduling issues.

Operations Involvement/Direct Work Involvement

Responsible for all projects assigned to the organizational units. Acts as an advisor to all subordinate supervisors or staff members to help meet established schedules or resolve technical or operational problems. Directly participates in establishing and administering many centralized functional projects. Submits and administers budget schedules and performance standards.

Minimum Education and Experience

Bachelor's Degree in Finance, Business or related field and 7+ years of diverse professional experience in all areas of Finance which may include 5+ years managing respective area.