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Assistant Warehouse Manager – Fontana

Description

We are seeking a dedicated and experienced Assistant Warehouse Manager. The ideal candidate must possess strong leadership skills and a solid understanding of warehouse management processes. You will ensure efficient inventory management, maintain safety standards, and optimize logistics operations to support our distribution center's goals.

Responsibilities

- Separation, organization, and distribution of order workload (pick-sheets)
- Assisting employees with equipment/set-up
- Able to learn/operate AS400 for Load manifest printing, item history look-up, tote/bundle adjustments, route printing, etc
- Able to control the flow of outbound product (palletization, wrapping, loading, etc), keep dock workers engaged, and solve issues and answer questions pertaining to outbound freight
- May need to be hands-on with dock work, as described above
- Account for and sign off on driver returns and damages
- Count and adjust outbound product on workload manifests, account for tote/bundle counts, and resolve issues regarding discrepancies
- Micromanage pick regions based on workflow (giving workers tasks based on work needed for the day/filling absentee's regions)

Qualifications

- Three (3) years of proven experience in warehouse management.
- Familiarity with warehouse management systems and shipping/receiving procedures.
- Bilingual in Spanish/English
- High School Diploma or GED equivalent required.
- A bachelor's degree is preferred.

Job Benefits

- Weekly Pay
- Direct Deposit
- Signing Bonus
- Referral Program
- Forklift certification program

About A.R.M.

Action Resource Management (A.R.M.) is committed to providing an opportunity for gainful employment in safe settings where respect for hard work is appreciated and rewarded.

A.R.M. is constantly searching for well-qualified and highly trained individuals who

Hiring organization

Action Resource Management

Employment Type

Full-time

Industry

Distribution

Job Location

Fontana, Inland Empire

Working Hours

Monday – Friday

1:00 PM until completion of the night's production. There is quite a bit of overtime.

Base Salary

\$ 22.00 - \$ 26.00 (DOE)

APPLY NOW!

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can meet and surpass the high-quality standards that our associates expect and that we require.

Successful candidates must possess and maintain:

- High level of skill proficiency
- High level of productivity
- Proper dress and personal grooming standards
- Ideal business culture identity
- Safe behavior
- Able to follow safety rules and procedures