

JOB POSTING

Operations Manager

1 position

Reports to : Logistics Manager, Central Region
Department : Logistics Department
Location : Bangplee, Samuthprakarn

General Description :

- To ensure under the direction of the department business plan that the job holder successfully achieve the operational targets for all warehouse activities, co-ordination these activities across all departments where their input assists in the achievement of the targets
- Within the frame work of all warehouse functions and operational processes, Operations Manager is to ensure the smooth of operation and follow up and managing all shop floor activities
- To ensure no. of resources, manpower and equipment to meet the operation requirement
- The Operations Manager is a proactive, strategic thinker whose skills contribute to the efficient, systematic and profitable operation of the Company's Logistics department
- Optimize, implement and successfully manage production efficiency and quality standards
- Manager the day-to-day activities of the operational process to assure that safety and best practices are maximized
- Manage the employment and training of admin and warehouse operatives
- Analyze and implement process flow improvements, to include capabilities for growth
- Develop and oversee implementation and administration of department policies, systems, and procedures
- Determines optimum staffing model for the department
- Prepare operational analyses for the department

Specific Accountabilities :

- To implement and maintain the Safety, ISO standard according to Logistics dept./Schenker policy and customer requirements
- To direct, Asst. Managers, Shift Supervisors, WH in their various duties and ensure that the work is completed within the required time-scales and the quality standard determined by the internal and external of customer
- Set individual targets for subordinates to ensure the daily and long term targets and met. These will be agreed between you, your colleagues and your assistance Manager, Any variances to target will be discussed at operation meeting with colleagues
- Ensure that team leader can achieve all KPI's

- Ensure that effective communication is maintained between all OPS staff level and all Dept. involved in site
- Identifies the problem of internal procedures related to system and proposes the solution to get more effective and efficient procedure
- To ensure the accurate and reliable of WMS and linking by working with IT system &BD teams
- To contribute to cost reduction by finding new way of operating in more efficient way
- To achieve the necessary results, the job holder has to initiative and enough autonomy to take timely decisions
- Responsible for the daily production operations of the company and all its components
- Ensure compliance with local, state, and safety policies and regulations
- Maintain and improve process efficiency and quality standards adherence
- Responsible for procurement of raw and packaging materials
- Recommend optimal Logistics/Warehousing solutions and equipment needs
- Develop and update all operations procedure manuals
- Manage production personnel: Work allocation, Training, and problem resolution
- Evaluate employee performance and motivate to achieve peak productivity

Qualification and Skill Required :

- Bachelor's or Master's degree in International Business, Logistics or related field
 - Minimum 5 years experiences in Logistics or Supply Chain
 - High analytical and problem solving skill
 - Proficient in English
 - Administrative skills including reporting, filing, accounts reconciliation
 - Warehouse / Transport Management System
 - Communication and Negotiation skill
 - Team Management / Conflict Management / Leadership
 - Excellent customer interface experience and problem solving skill
 - Ability to motivate and work in a fast moving, pressure environment
 - Extensive skill in Microsoft Office
 - Experience and intelligence to deal with complex quantitative and qualitative analyses
 - Superior analytical and presentation skills in order to successfully present company performance to a demanding audience
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If you are interested in joining a successful and professional team, please send your CV and photo to the e-mail address below. **Please enter as 'subject' the position you are applying for.**

"We will consider English language resumes only"

HUMAN RESOURCES DEPARTMENT

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