

# Careers in the Supply Chain

## Division Warehouse Manager

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### National Occupational Classification Code – 0721

Alternative Titles:

- area manager
- chief, maintenance support services
- facility operations manager
- head, facilities maintenance
- maintenance manager
- mechanical services superintendent
- plant maintenance superintendent
- superintendent, maintenance and service
- warehouse manager



## Industry Description

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Division Warehouse Managers plan, organize, direct, control and evaluate the operations of commercial, transportation and recreational facilities. Warehouse managers are employed by a wide range of establishments, such as airports, harbours, canals, shopping centres, convention centres, warehouses and recreation facilities.

## General Job Description

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Division Warehouse Managers lead the division efforts for warehouse strategy, tactics and optimization in all sales centres for the division.

## Job Functions

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Division Warehouse Managers perform some or all of the following duties:

- Develop division warehouse action strategies in an effort to improve productivity and optimize costs.
- Lead and develop warehouse capacity models and tactics.
- Manage and provide parameters for the development of warehouse action plans in the sales centres.
- Develop inventory-management strategy.
- Implement and promote effective layout models for sales centres.
- Conduct labour-planning efforts and time-study insight.
- Ensure adherence of warehouse S.O.P's.
- Ensure adherence to GMP.
- Lead warehouse quality-control activities.
- Track, rank, publish and communicate warehouse KBIs.
- Lead facility assessment and audit process.
- Lead the implementation of innovative warehouse-management tools.

## Physical Demands Analysis

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- Good to excellent physical condition
- Manual dexterity
- Ability to get along well with others
- Good communication skills

## Position Expectations

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Essential Skills	
Reading Text	2
Document Use	2
Computation	1
Writing	2
Oral Communication	2
Thinking Skills	2
Working with Others	2
Computers	2
Continuous Learning	2

Scale: 0 = n/a, 1 = minimal, 2 = moderate, 3 = high

## Salary Range

Visit Working in Canada, at <http://workingincanada.gc.ca/welcome.do?lang=en>, to get current information about this position, including salary information.

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## Pre-employment Skills

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- College degree preferred or related experience in operations
- Should possess strong analytical skills
- Highly effective communication skills
- Effective planning and organizational skills
- Should possess good computer skills
- Experience with SAP preferred

Find information about supply chain-related educational offerings across Canada in the CSCSC's education compendium, at <http://www.supplychaincanada.org/en/education-information>.

## Career Levels/Years of Experience

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Career Levels	Position	Average Experience	
		From	To
3	Vice President	7 years	10 years+
2	Director	5 years +	6 years
1	Manager	4 years +	5 years+

## References

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- NOC (National Occupational Classification Codes), Government of Canada – <http://www5.hrsdc.gc.ca/NOC/English/NOC/2006/Welcome.aspx>
- Essential Skills – [http://www.hrsdc.gc.ca/eng/workplaceskills/essential\\_skills/general/home.shtml](http://www.hrsdc.gc.ca/eng/workplaceskills/essential_skills/general/home.shtml)