



TECHNOPATH
CLINICAL DIAGNOSTICS

Title: **Manufacturing Materials Supervisor**

Reporting to: **Manufacturing Warehouse Manager**

Role and Responsibilities

- Organizes inventories to design more efficient space usage and material flow through the manufacturing process.
- Supervises the warehouse, receiving, distribution and storage process for indirect and direct materials.
- Ensure our SOP's are followed and match out work practices.
- Preparation of product shipments including booking of courier companies.
- Responsible for the proper storage of warehouse materials prior to transfer to Manufacturing.
- Manage stock checks and cycle counting.
- Communicates directly with planning, purchasing, customer service management and sales staff.
- Ensures environmental and safety practices are followed at all times.
- Other activities and process improvement projects as assigned.

Job Requirements:

- 4 year's experience in a Manufacturing /Warehouse/Supply Chain environment.
- Education to Bachelor's Degree required.
- Ability to work well with others and motivate individuals to pay close attention to detail.
- Team leader/Supervisor experience.
- Experience of MRP systems is desirable.
- Good communication and organizational skills.
- Demonstrated computer skills preferably spreadsheets, word processing, database and other applicable software programs.

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