

Olmsted Center for Sight

Olmsted Center for Sight a non-profit human services agency, is seeking a **Director of Warehouse Operations**. The Director is responsible for all activities related to warehouse operations including: customer service, order fulfillment, inventory control, product costing, safety, staffing and proper utilization of space, equipment, and manpower, and the development of new business. Additionally, the Director will provide leadership and coordination to a diverse personnel team and operations processes that support all company businesses. The day to day operations must be managed in such a way to maximize efficiencies and productivity, and optimize labor cost expenditures. This includes ensuring safe operating practices and full compliance with all local, state and federal regulations.

The ideal candidate will have proven ability to see the big picture, and the ability to improve processes and act as a catalyst for action and change. Other required competencies include: basic leadership orientation, oral and written communication, analytical thinking, business acumen, follow through, performance focus, flexibility and planning.

Position requirements:

- Bachelor's degree in Supply Chain Management, Logistics, Business management or related field
- 5 years of manufacturing, shipping, and production and/or warehouse/distribution experience
- 3+ years of management/leadership experience in a warehouse environment
- Strong understanding of business systems including knowledge of inventory control methods
- 3+ years of business development experience
- Advanced computer skills – MS office suite

Qualified candidates may send a resume and cover letter to MaryEllen Carlo at mecarlo@cpibn.com.