

Manager, Parts Distribution Center (Red Deer, AB)

PURPOSE and SCOPE:

As a key leader within the Global Parts Operations team, the Manager, Parts Distribution Center will oversee the efficient and effective operation of the Parts Distribution Center, ensuring timely and accurate delivery of parts to our OEMs, dealers, and distributors. Your focus will be on Safety Leadership, developing and maintaining Lean Operations, developing, and monitoring KPI's / Metrics, Leadership and Team Building, Managing Internal and External Relationships and Facility Maintenance.

RESPONSIBILITIES:

The following are the main job responsibilities and priorities that this position must focus on, must achieve, and must excel at:

- Implement and administer safety protocols, ensuring a safe and secure work environment for all employees and visitors.
- Conduct regular safety training sessions and audits to help promote a safety-first culture.
- Streamline receiving, packaging, order fulfillment, shipping, and all other critical activities, while ensuring well documented processes, policies, and procedures are in place for each area.
- Optimize inventory management processes to minimize waste and reduce costs.
- Develop key performance indicators (KPIs) related to dock-to-stock-to-shipment throughput, warehouse usage, inventory accuracy, and order accuracy in order to report these on a weekly / monthly / quarterly basis.
- Regularly analyze performance data to identify areas for improvement and provide reports / recommendations detailing these findings to senior management.
- Lead a team of warehouse staff, including supervisors, team leads, pickers, packers and logistical support staff while also providing matrix leadership to other onsite, cross functional staff.
- Assist in developing, maintaining, and monitoring all department capital and expense budgets.
- Provide an exceptional level of customer support and order management support to OEMs, dealers, and distributors.
- Develop and maintain strong relationships with freight forwarders, equipment providers and packaging suppliers to ensure high levels of service while maintaining favorable rate agreements.
- Ensure all Company Workplace Organization and 5S standards for the facility (warehouse, yard, and office) are followed, including training of employees and auditing to ensure standards are maintained.
- Take ownership of the facility, and any investments required, to ensure the facility remains in top working order while also managing any short-term maintenance or repairs that are required.
- Other duties as assigned by the Director, Global Parts Operations

QUALIFICATIONS:

Education and Experience

- Bachelor's degree in Supply Chain Management, Business Administration, or related field.
- Industry certification / designation such as CLTD, CCLP or CWLP considered an asset.
- Extensive experience in Parts Distribution Center management, preferably in the agricultural or heavy equipment industry
- Proven experience with warehouse management systems (WMS) and inventory control software.

Skills and Knowledge

- Strong analytical skills and proficiency in using data to drive decisions.
- Excellent communication, leadership, and coaching abilities.
- Flexible and agile with the ability to pivot quickly to changing circumstances, business demands, and quickly make decisions with incomplete information at times.
- Motivated self-starter with capabilities to lead within a fast paced, dynamic, time sensitive environment.
- Advanced organizational, multi-tasking, and critical thinking skills.
- Experience managing and supporting large cross functional projects.
- Proficient in MS Office, and specifically MS Excel, Outlook, and PowerPoint.
- Experience in JDE or other large ERP systems.
- Must hold a valid passport with the ability to travel.

Interested applicants please submit resume and cover letter to Human Resources, MacDon Industries Ltd. cecgarcia@macdon.com