



Job responsibilities

The **Section Manager, warehouse and Logistic**, is responsible for managing the warehouse & logistic section of Supply Chain. To ensure smooth and effective operation as well as proper development and enhancement plan execution for the warehouse and logistic section

- To develop and manage Warehouse and Logistic Management systems and inventory procedures
- To lead the Cycle Count team in achieving and maintaining accuracy, upkeep and quality of complete inventory integration and operations
- Oversee manpower management by conducting relevant training and guidance to team members to execute daily operational tasks
- Identify opportunities for process improvement and suggest and implement improvements as necessary.
- Build relationships and interact with other departments to improve communication, process and total business execution.
- Liaison with Custom regarding LMW or other statutory government bodies on monthly reports, yearly report, scrap report, renewal of licenses and valuation, custom import/export of raw materials, finished products, machinery & others.
- Sourcing the most cost competitive and efficiency forwarders and shipping agents to support import and export arrangement (Road, Air and Sea Freight coverage);
- Assist in preparing the company budget including the capital investment, manpower planning and expenses projection.
- Support the department for those issues related to ERP system.

Job requirements

- Degree in any discipline with minimum 5 years experiences or Diploma/STPM in any discipline with minimum 8 years experiences in warehouse or logistic section
- Experience in People Management
- Preferable with working experience in the contract manufacturing environment.
- Working knowledge of ERP system such as BaaN/SAP/InfoLN preferred.
- Proficiency in both written and spoken English and ability to negotiate with all levels of people.
- Strong leadership, communication and analysis skill.
- Strong negotiation skill and good time management.
- Self organize & structure, independent and self-motivated.
- Willing to learn new things.

Contact

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