



PR/094764 | Warehouse & Logistic Manager

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1521622

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

April 8th, 2025 21:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Position Summary

The Warehouse and Logistics Manager is responsible to oversee and manage Warehouse and Logistics Operations including warehousing and transportation, inbound/outbound for the organization. The manager will ensure the efficient and cost-effectiveness of its Operations. This role will serve as the primary point of contact for functional team.

Job Responsibilities:-

- Planning and setting up the new warehouse, ensuring efficient space utilization and layout for material flow. Support implementation of the SAP module, establish standard operating procedures and develop a team of material handlers to support the warehouse operation.
- Oversee the Warehouse team on receiving, inspection, and handling of defective goods, putting to stock and issuance of raw materials to Production. Ensure EHS compliance in the Warehouse operation.
- Ensure high inventory accuracy by conducting regular cycle counts as per established schedules and guidelines. Reconcile, evaluate, and understand inventory variances and introduce improvements.
- Utilise SAP, practice FIFO and Kanban system to manage inventory, monitor obsolescence and drive for inventory reduction with the Materials Management team.
- Organize the layout of warehouse and ensure effective utilization of warehouse spacing and ensuring proper storage

- of products and monitoring inventory levels
- Accountable for the inbound logistics, arranging efficient and economical movement of goods (e.g., materials, products, equipment) in accordance with organizational policies and in compliance with relevant local, country, and international customs laws and processes.
- Develop and implement logistics and warehouse strategies and plans to increase efficiency and cost management.
- Plan or implement improvements to internal or external logistics systems or processes.
- Providing leadership to the warehousing and logistics team.

Job Requirements:-

- Bachelor's Degree in Supply Chain, Business or Engineering
- Min 10 years of experience in a manufacturing environment.
- Strong working knowledge of warehouse operations and management.
- Proficiency in Microsoft Office and with knowledge in SAP would be an advantage
- Excellent leadership and organizational skills.
- Must be a team player

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Company Description