

Warehouse Supervisor - 00001OZL

Are you looking to make a difference in a patient's life? At AmerisourceBergen, you will find an innovative culture that is patient focused and dedicated to making a difference. As an organization, we are united in our responsibility to create healthier futures.

Shift: Tuesday- Saturday, 12pm until complete or Monday-Friday 9pm until complete

What you will be doing

Under general supervision of the Warehouse Manager oversees functional areas of the warehouse such as receiving replenishment shipping order filling returns or cage/vault in order to ensure timely and accurate receipt of ABC inventory timely and accurate delivery of ABC inventory accurate picking and packing of product and overseeing the verification and record keeping of outgoing shipments of controlled substances to ABC customers. Ensures proper packing procedures for all outbound shipments and provides direction to warehouse associates.

This position is categorized as compliance critical and as such requires and is assigned specific responsibility for ensuring continual and proper compliance with all division corporate and regulatory requirements.

1. Directs the workflow motivates trains and monitors the performance of warehouse associates involved in either the receiving order filing replenishment shipping returns or cage/vault process.
2. Assists in the process of selection training and performance management for the Distribution Center associates.
3. Monitors work processes and makes suggestions for modifications in order to increase and improve productivity efficiency and accuracy for the purpose of improving costs; implements changes as directed or needed.
4. Supports compliance with all appropriate policies procedures safety rules and DEA regulations.

Depending on the assigned area responsible for:

1. Supervises the receipt of merchandise ensuring that only products intended for the Distribution Center are accepted by the receiving clerks; ensures that daily logs are maintained with accurate information relative to products received.
2. Oversees the department staff in counting weighing and identifying items being shipped; checks materials against invoices bills of lading customer orders and similar documents.
3. Oversees the department staff in filling orders double-checking and shipping controlled substances with the assistance of cage/vault clerks or order fillers.
4. Maintains all records of the delivery process such as time date quantity source and destination of materials shipped.

5. Oversees the manifests of routes and departures to ensure customers receive their merchandise in a timely manner.
6. May interact with customers in resolving delivery or order filling issues.
7. Ensures the maintenance of records documenting order-filling process such as quantity size strength and NDC numbers.
8. Oversees the quality of the packing protecting breakable items to ensure merchandise received by ABC customers arrives in a satisfactory manner.
9. Ensures the maintenance of highly detailed records documenting incoming and outgoing controlled substances into the cage/vault area.
10. Must be willing to work extended hours as needed in order to meet productivity goals.
11. Must be willing to participate in physical inventory as scheduled.
12. Performs related duties as assigned.

What your background should look like (minimum qualifications)

Requires broad training in fields such as business administration accountancy sales marketing computer sciences or similar vocations generally obtained through completion of a four year bachelor's degree program or equivalent combination of experience and education. Normally requires a minimum of two (2) years directly related and progressively responsible experience.

1. Ability to communicate effectively both orally and in writing
2. Good decision making skills
3. Must possess basic mathematical skills
4. Good analytical skills
5. Good leadership skills
6. Good interpersonal skills
7. Working knowledge of ABC warehouse operations
8. Strong organizational skills; attention to detail
9. Knowledge of computers to operate effectively with Outlook PowerPoint Word and Excel.

What AmerisourceBergen offers

We offer competitive total rewards compensation. Our commitment to our associates includes benefit programs that are comprehensive, diverse and designed to meet the various needs across our associate population.

- Healthcare for associates and eligible dependents, same-sex and domestic partners
- Paid time off, including vacations and holidays
- Paid volunteer time off
- Life insurance and disability protection
- Pet insurance

- Employee Stock Purchase Program
- Retirement benefits and more...

Throughout our global footprint and various business units, we take a balanced approach to the benefits we offer. Many benefits are company-paid, while others are available through associate contributions. Specific benefit offerings may vary by location, position and/or business unit.

About AmerisourceBergen

AmerisourceBergen is a publicly traded Fortune 12 global healthcare solutions company and is one of the world's largest pharmaceutical services companies. Powered by our associates around the world, we provide pharmaceutical products and business solutions that improve access to care. We operate the backbone of the healthcare supply chain. We drive the future of local care delivery. We guide medical innovations to market. We create healthier futures.

Primary Location

United States-Ohio-Lockbourne
6301 LaSalle > NDC
6301 LaSalle Dr
Lockbourne 43137

Organization

DS East

Job

Operations Jobs

Schedule

Full-time

Equal Opportunity Employer/Minority/Female/Disability/Veteran