

<b>Position Title:</b>	<b>Material Supervisor – Rancho Cucamonga, CA</b>
<b>Company:</b>	WIT Trade Services LLC
<b>Company Website:</b>	www.walkerscm.com
<b>About Us:</b>	WIT Trade Services, A Walker SCM, LLC affiliate company, brings an experienced team approach to multi-national logistics service. We provide superior products without sacrificing the small firm attributes that have distinguished our firm since its inception - personal attention, expertise and reliability. We are a 3PL provider which includes expertise across the entire supply chain including: procurement, transportation, warehousing and distribution, assembly and contract packaging services. Our clients include many "Fortune 500" companies.
<b>Summary:</b>	Under general supervision from the Lab. Manager, performs supervisory, technical and administrative duties in the materials logistics and lab planning operations. Plans and organizes materials going into the laboratory for testing; providing the operators with required equipment/materials material and tools so as to ensure continuity of work without downtime.
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Move material in and out from the laboratory ensuring that material goes to the proper locations and is correctly identified</li> <li>• Reporting via email within the next business day all transactions to management</li> <li>• Ensure sample devices are received in a timely manner, inventoried and stored properly in the security cage.</li> <li>• Keep a strict control of sample devices, supplies, and all other materials coming to the laboratory</li> <li>• Perform monthly audits and physical cycle counts to reconcile inventory</li> <li>• Other tasks as required</li> </ul>
<b>Qualifications/Skills:</b>	<ul style="list-style-type: none"> <li>• Minimum 2 years' experience working in warehouse management or similar operation</li> <li>• High school degree required</li> <li>• College degree preferred</li> <li>• Excellent time management skills</li> <li>• Knowledge of MS Office suite</li> <li>• Excellent Communication skills, both written and verbal are essential</li> <li>• General knowledge of cost effective inventory principles and management; knowledge and experience in Planning and Managing Warehouse Operations.</li> <li>• General knowledge of standard safety practices and procedures relating to warehouse operations and equipment.</li> <li>• General knowledge of mobile devices functional testing</li> <li>• Ability to work in a fast paced, stressful environment</li> <li>• Out of box thinking</li> <li>• Flexibility to learn and try new things</li> <li>• Forklift experience</li> <li>• WMS experience</li> </ul>
<p>WIT provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.</p>	