

Operations Supervisor

Night shift (10:45 pm – 7:15am)

Location: Valleyfield, QC

About Univar:

Univar Canada is the leading distributor of chemistry and related innovative products and services in Canada. We provide more chemical products and related services than any other company in the marketplace. Our wide distribution network, with locations coast-to-coast, helps guarantee fast, reliable service to Univar's customers.

Univar offers a competitive salary, a range of comprehensive benefits (insurance, pension fund) and a good working environment.

Duties:

- Maintains liaison with Customer Service and Sales Representatives as part of Company customer service
- Plans and supervises manpower and maintenance requirements of warehouse and tank farm
- Monitors and controls inventory items
- Establishes annual performance plans and goals
- Regularly reviews workflow and optimizes resource utilization
- Health and Safety of direct reports and work environment
- Maintaining compliance with Company policies and procedures
- Providing required training and monitoring its effectiveness
- Complying with Transportation of Dangerous Goods / WHMIS / AQHSST and other regulations and legislation
- Performing transactional processing in a warehouse management system
- Sorting and distributing operational paperwork
- Monitoring performance of direct reports and correcting deficiencies
- Managing supplies inventory and purchasing as required
- Providing customer satisfaction and continual improvement through various management systems
- Other duties as assigned

Qualifications:

- High school Diploma plus two (2) years related post-secondary courses (i.e.: Materials Management)
- Six (6) years warehouse experience, three (3) of which in a supervisory/managerial role
- Good mathematical and communication skills oral/written in both French and English
- Ability to read and understand technical materials
- Strong analytical and excellent written and oral communication skills
- Quick to respond to emergencies / unforeseen
- Ability to plan and prioritize tasks
- Computer skills, Microsoft Office
- Lift-truck Operator with experience in chemicals products will be an asset
- Should be familiar with office paper flow and administration, operations within the warehouse, products and their particular handling problems.
- Able to work within Company policy where experience and independent judgment is needed
- Familiar with operations within a warehouse setting, products and particular handling requirements
- TDG/WHMIS would be considered an asset
- Knowledge of Univar Canada's products, services, and the industries we serve

To Apply:

Please send your resume and cover letter to rh.dorval@univarcanada.com and indicate in the subject line of your email. All candidates are subject to a background check. We thank all applicants for their interest in careers at Univar.

To read more about our successes and what we do, please visit: www.univar.com.