



HIRING: Warehouse Operations Manager

JOB LOCATION:	Kalispell, MT
STATUS:	Full Time
SALARY:	DOE
SHIFT:	5-day week, some weekends & after hours as needed
HIRING DEADLINE:	Position will be filed when appropriate candidate is found.

QUALIFICATION REQUIREMENTS:

Must have a clean and valid Montana Driver's license. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

Bachelor's degree (B. A.) from four-year college or university and three to five years related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS:

Strong oral and written communication skills. Ability to write reports, business correspondence, and procedures. Ability to effectively present information and respond to questions one on one, in groups of managers, with clients, customers, and the general public.

REASONING ABILITY:

Ability to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS and ABILITIES:

Must be able to operate a forklift, van, pickup truck, auto. Must be able to operate a computer and be proficient in Word, Excel, Outlook and PowerPoint.

JOB RESPONSIBILITIES:

Primarily responsible for managing all warehouse and Purchasing personnel. Oversee and coordinate all shipping, receiving and all related documentation for tracking performance, productivity and inventory control. In coordination with Purchasing, assigns and updates bin locations for optimal warehouse organization, inventory control and loading efficiency. Performs and/or coordinates training and safety programs. Responsible for warehouse equipment and facility repair, maintenance and maintenance records.

TO APPLY: e-mail resume and cover letter to Jeni Phillips: hr@funbeverage.com or fax: 406-752-9311