

Warehouse Supervisor

Posted By: Greatsell Fulfillment YYZ

Location: Brampton

Salary: \$36 Per Hour

JOB ID : RJ6863513

Posting Date : 06-Jan-2026

Expiry date : 05-Jul-2026

Education : College diploma

Language : English

Vacancies : 1

Years of Experience : 1 year

Job Type : Full Time

Job Description

Location: 5 Resolution Dr., Brampton, ON L6W 0A5

Job Duties

1. **Supervision & Coordination**

- Supervise, coordinate, and schedule the activities of warehouse workers, including material handlers, shippers/receivers, forklift operators, and inventory clerks.
- Assign work duties, monitor daily performance, and ensure tasks are completed safely and efficiently.
- Provide training and guidance to new and existing staff on warehouse procedures, safety standards, and equipment use.

• **Operations & Workflow**

- Plan, organize, and optimize workflow for receiving, storing, picking, packaging, and shipping goods.
- Ensure proper handling of materials, minimize damages, and promote efficient movement of inventory throughout the warehouse.

• **Inventory & Documentation**

- Monitor inventory levels, oversee stock rotation, and ensure accurate record-keeping in warehouse management systems (WMS).
- Verify shipment documents, packing slips, bills of lading, and ensure accuracy of incoming and outgoing products.

• **Equipment & Safety Compliance**

- Ensure safe operation of material handling equipment such as forklifts, pallet jacks, and lift trucks.
- Conduct regular safety inspections, enforce workplace health and safety rules, and report hazards or equipment issues.
- Assist with scheduling equipment maintenance and coordinating repairs when necessary.

- **Quality Control**

- Inspect incoming and outgoing shipments to ensure quality, quantity, and compliance with company standards.
- Address discrepancies, damages, or shortages and coordinate corrective actions with suppliers or internal departments.

- **Staff & Performance Management**

- Participate in hiring, onboarding, and performance evaluations of warehouse team members.
- Resolve work-related issues, promote teamwork, and maintain high morale within the warehouse department.

- **Reporting & Continuous Improvement**

- Prepare daily and weekly operational reports, including productivity, inventory status, and safety compliance.
- Recommend improvements to warehouse procedures to enhance efficiency, accuracy, and cost control.

Job Requirements

1. Education

- Completion of post-secondary school is required.
- Post-secondary coursework in supply chain, logistics, or warehouse operations is an asset.

● Experience

- Minimum 1–2 years of experience in warehouse operations, material handling, or related areas.
- Previous experience in a supervisory or lead-hand position is preferred.

● Technical Skills

- Knowledge of warehouse management systems (WMS) and inventory control procedures.
- Ability to operate material handling equipment (e.g., forklift, pallet jack); forklift certification is an asset.
- Strong understanding of safety protocols and WHMIS regulations.

● Soft Skills

- Strong leadership and team-management abilities.
- Excellent communication, problem-solving, and organizational skills.
- Ability to work in a fast-paced environment and manage multiple priorities.

● Physical Requirements

- Ability to lift up to 50 lbs as required.
- Comfortable working in warehouse conditions, including standing for long periods and performing repetitive tasks.

Work hours

- 35 hours per week

Salary & Benefits

- \$36.00 per hour
- 5 days paid personal / sick leave
- Yearly bonus based on performance
- Medical insurance

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: info@greatsell.ca

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