



## EMPLOYMENT OPPORTUNITY

**Job Posting: CL19-015**

### **OPERATIONS SUPERVISOR**

Commercial Logistic Inc. is an asset based trucking company, offering both less-than-truckload (LTL) and truckload (FTL) service to all points in the Province of British Columbia, Canada. We are a wholly owned subsidiary of ContainerWorld Forwarding Service Inc. Both companies are headquartered in Richmond, British Columbia.

We are a state of the art forwarding, warehousing and distribution Company. Our Warehouse Management System includes voice picking, interleaved put-away/replenishment and license plated inventory with RF scanning. Our distribution includes electronic signatures running on Truckmate. Our operations actively supports Lean Six Sigma concepts.

**Position: Operations Supervisor**  
**Location: Kelowna, BC**  
**Hours: Monday-Friday 12:00 noon to 8:30pm**

#### **Position Overview:**

Working independently with guidance from the Branch Manager and Warehouse Operations Supervisor as required, coordinates, directs the activities and is responsible for efficiency and effectiveness of drivers and warehouse staff to efficiently maintain service levels for DSD picking and transportation. The position has considerable impact on the efficient operations of own and some other areas, and has slight impact on the organization's long-term success.

#### **Main Responsibilities:**

##### **Supervises operational activity of the branch**

- Ensures delivery schedule is maintained
- Monitors daily driver's logs, maintains accurate records of equipment, labor costs and compliance with transport and vehicle regulations
- Manpower planning and approving payroll hours

##### **Provides leadership and direction to employees ensuring effective policies, practices and performance.**

- Provides training, mentorship and continuous learning opportunities
- Reviews operational statistics to ensure performance standards are met
- Reviews operational decision making with front line employees to ensure best practices are being followed

##### **Assists in overseeing customer service activity in the Region**

- Communicating daily with customers to insure service commitments are achieved
- Resolve customer issues as needed

##### **Recommends and implements process improvements in transport and warehouse in Kelowna**

- Participates in continuous learning with the goal to consistently improve processes
- Learns and understands industry best practices

- Gains exposure to and understanding of all departments that impact Kelowna Transport operations, to provide input into best practices to ensure coordination across departments for maximum productivity

**Required Skills, Knowledge and Competencies:**

- Proficiency with Microsoft Office programs including Excel and Word
- Understanding of Transportation regulations and familiarity with transport equipment specifications and applications.
- Experience with business management systems (TMS, OMS, WMS, etc) is an asset
- Enjoys a busy environment and able to juggle daily routines to support customer service standards against manpower and equipment availability.

**HOW TO APPLY**

Interested applicants should submit their resume and cover letter with your availability timelines at [careers@containerworld.com](mailto:careers@containerworld.com). Thank you for all interest but only short listed candidates will be contact.