

## Warehouse Operations Manager

### **About Us:**

Mailship.com is a leading provider of end-to-end fulfillment services for businesses of all sizes. With our cutting-edge technology and state-of-the-art facilities, we help our clients efficiently manage their inventory, orders, and shipping needs. Our mission is to provide exceptional service and value to our clients, while empowering them to grow their business.

As we continue to expand, we are excited to announce the opening of our new subsidiary in Greece. To ensure the smooth operation of our new fulfillment warehouse, we are seeking an experienced Operation Manager.

### **Job Description:**

As the Operation Manager of our Fulfillment Warehouse, you will be responsible for overseeing the daily operations, ensuring efficiency, and meeting customer satisfaction goals. You will manage all aspects of warehouse operations, from inventory management to order fulfillment and shipping.

### **Responsibilities:**

- Oversee daily operations of the warehouse, including receiving, inventory management, order fulfillment, and shipping.
- Develop and implement warehouse standards and processes to maintain quality, efficiency, and safety.
- Manage warehouse staff, including hiring, training, and performance management.
- Collaborate with other departments to integrate logistics with business systems or processes.
- Monitor and manage inventory control, ensuring accuracy and minimizing loss.
- Ensure compliance with company policies and legal regulations.

### **Requirements:**

- Proven work experience as an Operation Manager, Warehouse Manager, or similar role.
- Strong knowledge of warehouse operations and management.
- Excellent leadership and team management skills.

- Proficiency in warehouse management software.
- Strong decision-making skills and a results-driven approach.
- Ability to work in a fast-paced environment and manage multiple tasks.

**What We Offer:**

- Competitive salary and benefits.
- Opportunity to work with a dynamic, diverse, and dedicated team.
- Chance to make a significant impact on our company's growth and history.